



COMMITTEE OF THE WHOLE

Monday, March 16, 2026
immediately following the City Council Meeting at 7pm

City Hall Council Chamber
109 James Street
Geneva, IL 60134

Anais Bowring, Chair

AGENDA

- 1. Call to Order**
- 2. Approve Committee of the Whole Minutes from March 2, 2026.**
- 3. Items of Business**
 - a. Consider Draft Resolution Authorizing Execution of a Farm Lease for 245 acres at Prairie Green Preserve for the 2026 and 2027 Crop Seasons.
 - b. Consider Draft Resolution Authorizing the Execution of a Contract with Eco Clean Maintenance for the Renewal of the City Facility Custodial Services Agreement for Fiscal Year 2027 at a Cost of \$80,184.00.
 - c. Consider Draft Resolution Authorizing the Execution of a Service Agreement with Clarke Environmental Mosquito Management, Inc. to Conduct the Fiscal Year 2027 Abatement Program in the Amount Not to Exceed \$56,444.00.
 - d. Consider Draft Resolution Authorizing the Execution of an Agreement with ClearGov for the Capital and Digital Budget Subscription Service Agreement in the Amount of \$30,430.00.
- 4. Public Comment**

When recognized by the Chair, proceed to the podium, state your name for the record, and provide your public comments. Please understand this is your time to be heard and the public body's time to listen. No discussion or debate will follow.

COMMITTEE OF THE WHOLE

MARCH 16, 2026

5. New Business**6. Adjournment**

ADA Compliance: Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the City at least 48 hours in advance of the scheduled meeting. The City can be reached in person at 22 S First Street, Geneva, IL, or by telephone at (630) 232- 7494. Every effort will be made to allow for meeting participation. Notice of this meeting was posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

ADA Compliance: Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the City at least 48 hours in advance of the scheduled meeting. The City can be reached in person at 22 S First Street, Geneva, IL, or by telephone at (630) 232-7494. Every effort will be made to allow for meeting participation. Notice of this meeting was posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

GENEVA COMMITTEE OF THE WHOLE MEETING MINUTES**Monday, March 2, 2026**City Hall Council Chambers
109 James St., Geneva, IL 60134

Elected Officials Present: Ald. Furnish, Ald. Kosirog, Ald. Malecki, Ald. Mayer, Ald. Palmquist, Ald. Paschke, Ald. Reinecke, Mayor Burns, Clerk Kellick.

Elected Officials Attending by Teleconference: None.

Elected Officials Absent: Ald. Bowring, Ald. Kilburg, Ald. Marks.

Others Present: City Admin. Voigt, Asst. City Admin. McCready, City Attny. Sandack, Mngr. Adams.

Others attending by video or teleconference: None.

Call to Order

Ald. Reinecke, serving as chair, called the meeting to order at 8:19 PM.

Approve Committee of the Whole Minutes from February 17, 2026.

Moved by Ald. Mayer, seconded by Ald. Paschke.

MOTION CARRIED by voice vote of those present 7-0.

Items of Business

Consider Draft Resolution Authorizing the Execution of a Contract with Information Controls, Inc. for the Supply and Installation of Security Cameras to City Facilities and to Allow the City Administrator to Approve Change Orders Not to Exceed 10% of the Bid Price for a Total Amount of \$40,538.30.

Moved by Ald. Mayer, seconded by Ald. Paschke.

On a question by Ald. Paschke, Admin. Voigt stated that this project was not planned at the start of the budget year but that the capital projects budget allows a degree of flexibility in addressing some facility needs.

On a question by Ald. Malecki, Admin. Voigt noted that incidents have occurred at some City buildings and that it would have been beneficial to have cameras in those areas. The cameras will also provide extra safety and security for staff working odd hours.

On a question by Ald. Reinecke, Mngr. Adams noted that the cameras have a lifespan of approximately 10 years with a 2 year warranty.

MOTION CARRIED by voice vote of those present 7-0.

Consider Draft Ordinance Amending Title 2 (Public Safety Departments), Chapter 3 (Public Safety Employee Benefit Act), Sections 2-3-2 (Definitions); 2-3-4-B-9 (Application Procedures); and 2-3-7 (Health Insurance Benefits) of the Geneva City Code.

Moved by Ald. Kosirog, seconded by Ald. Paschke.

On a question by Ald. Reinecke, Admin. McCready noted that benefits extend to employee family members until the employee is 65 years old.

MOTION CARRIED by voice vote of those present 7-0.

Public Comment

None.

New Business

Admin. Voigt stated that SPAC hosted 3 open houses with approximately 85 total attendees. She invited residents to listen to SPAC's new podcast. The referendum blog is being updated twice per week. Additionally, there have been over 700 views of the virtual police station tour and 142 in-person tours to date.

Ald. Meyer encouraged everyone to listen to the podcast, and Ald. Palmquist noted that the third podcast addresses many questions regarding the location and size.

Ald. Malecki noted that it is important to encourage and incentivize more rooftop solar for residents. He stated that Naperville has a good program in place that would be good for the City Council and staff to consider so that such a program could be ready for possible funding in the next budget year. The consensus of the Committee was positive.

Adjournment

On a motion by Ald. Kosirog, the meeting was adjourned by unanimous voice vote at 8:34 PM.

- Submitted by Clerk Kellick



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Approval of a farm lease for 245 acres at Prairie Green Preserve		
Presenter & Title:	David DeGroot, Community Development Director		
Date:	March 16, 2026		
Please Check Appropriate Box:			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective:			
Estimated Cost: \$	Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
<p>Pitstick Farms, Maple Park, Illinois, has leased land at Prairie Green Preserve for farming purposes since 2004. Under Illinois law, the city can enter into two-year leases. Pitstick Farms just finished a two-year lease agreement from the 2024 and 2025 crop seasons. Lease proposals were publicly solicited for farming 245 acres (published in the Daily Herald and posted on the City's website) for the 2026 and 2027 crop seasons. Pitstick Farms was the only proposal received. The bid for the 2026 and 2027 seasons is a cash rent lease rate of \$270.00 per tillable acre for both seasons. Pitstick Farms has used environmentally sound farming methods at Prairie Green Preserve. Over the years, they have developed a unique knowledge of the Prairie Green Preserve site, and maintain a compatible use relationship between the prairie/wetland areas of the site and farmed areas.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution • Farm Lease document and Map of 2026-2027 tillable acres at Prairie Green Preserve 			
Voting Requirements:			
<p><i>This motion requires a simple majority of affirmative votes for passage. (City Council Only)</i></p> <p><i>The Mayor may vote on three occasions: (a) when the vote of the alderpersons has resulted in a tie; (b) when one half of the alderpersons elected have voted in favor of an ordinance, resolution, or motion even though there is no tie vote; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.</i></p>			
Recommendation / Suggested Action: <i>(how the item should be listed on agenda)</i>			
Approval of Resolution Authorizing Execution of a Farm Lease for 245 acres at Prairie Green Preserve for the 2026 and 2027 Crop Seasons.			

RESOLUTION NO. 2026-XX

**RESOLUTION AUTHORIZING THE COMMUNITY DEVELOPMENT
DIRECTOR TO LEASE REAL PROPERTY OWNED BY THE CITY OF
GENEVA [PRAIRIE GREEN PRESERVE]**

Whereas, the City of Geneva owns 540 acres of real property commonly known as Prairie Green Preserve; and

Whereas, the Illinois Municipal Code permits the corporate authorities to authorize a municipal officer to lease real estate for periods not to exceed two years; and

Whereas, it is the desire of the City of Geneva to lease certain portions of the subject real property for agricultural purposes until such time as the city council determines otherwise.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: The recitals set forth above are adopted by reference.

SECTION 2: That pursuant to Paragraph 11-76-2 of the Illinois Municipal Code [65 ILCS 5/11-76-1 (2012)], the Community Development Director is hereby authorized to enter into a farm lease for a term not greater than two years, to-wit: 2026 and 2027 in the form attached hereto at Exhibit "A"

SECTION 3: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this ____ day of _____, 2026.

AYES: NAYS: ABSENT: ABSTAINING: HOLDING OFFICE: 10

Approved by me this ____ day of _____, 2026

Mayor

ATTEST:

City Clerk

Exhibit "A"

FARM LEASE

This instrument was prepared by:

CHARLES A. RADOVICH
CITY ATTORNEY
CITY OF GENEVA
22 SOUTH FIRST STREET
GENEVA, ILLINOIS 60134

By this Farm Lease (“Lease”), entered into April 15, 2026, CITY OF GENEVA, a municipal corporation, “Lessor,” demises and lets to Dale Pitstick, “Lessee,” to occupy and to use for agricultural purposes (including farming) and for no other purposes, the following real estate located in Section 6 of Geneva Township, Section 31 of St. Charles Township, Section 36 of Campton Township, and Section 1 of Blackberry Township, Kane County, Illinois, described as follows:

SEE EXHIBITS “A” THROUGH “F” CONSISTING OF LEGAL DESCRIPTIONS AND A MAP DEPICTING THE FARM LEASE ACREAGE AND INVASIVE SPECIES CONTROL AREAS, ATTACHED HERETO AND MADE A PART HEREOF

(commonly known as the south 25 acres of the former Lindquist Farm, 62 acres of the former Anderson Farm, 132 acres formerly owned by the State of Illinois Department of Corrections, 15 acres of the former Fisher Farm, and 11 acres of the former Weber Farm, – 245 total tillable acres)

The term of this Lease is from April 15, 2026 to December 31, 2027. **LESSEE ACKNOWLEDGES AND AGREES THAT LEASE SHALL NOT CONTINUE FROM YEAR TO YEAR THEREAFTER AND THAT THIS LEASE CONSTITUTES WRITTEN NOTICE TO TERMINATE THE LEASE AS OF DECEMBER 31, 2027.** The provisions of this Lease are binding on the heirs, executors, administrators, and assigns of both Lessor and Lessee in like manner as upon the original parties, unless modified by mutual agreement.

Section I Rental Provisions

For the portion of the lease period beginning on April 15, 2026 and ending on December 31, 2026, the Lessee will pay Lessor, an annual cash rent for the above-described farm, \$66,150.00 in two installments of \$33,075.00 each. The first installment is to be paid on or before June 1, 2026, and the final installment is to be paid on or before December 1, 2026. The final installment may be adjusted to account for the actual acres planted by the Lessee at the lease rate of \$270 per acre, as well as by the credited cost of invasive species control services provided by the Lessee on abutting land owned by the Lessor and further described in Section V, O. herein. If the entire amount of a required

payment is not paid in full within ten (10) business days after the same is due, the Lessee will pay to the Lessor a late fee equal to ten (10) percent of the required payment.

For the portion of the lease period beginning on January 1, 2027 and ending on December 31, 2027, the Lessee will pay Lessor, an annual cash rent for the above-described farm, \$66,150.00 in two installments of \$33,075.00 each. The first installment is to be paid on June 1, 2027, and the final installment is to be paid on December 1, 2027. The final installment of rent may be adjusted to account for the actual acres planted by the Lessee at the lease rate of \$270 per acre, as well as by the cost of invasive species control services provided by the Lessee on abutting land owned by the Lessor and further described in Section V, O. herein. If the entire amount of a required payment is not paid in full within ten (10) business days after the same is due, the Lessee will pay to the Lessor a late fee equal to ten (10) percent of the required payment.

Section II Land Use and Cropping Program

- A. The Lessee will not use a moldboard plow, except in special situations with the City's written consent.
- B. The Lessee will not use a moldboard plow for fall tillage on ground to be planted the following spring.
- C. The Lessee will maintain crop residue at a level equal to or greater than necessary to comply with state and federal soil conservation laws.
- D. The Lessee will not till any permanent pasture, meadow, native prairie, or forage crops without the permission of the landowner.
- E. The Lessee will use methods for the production of row crops where feasible.
- F. The Lessee will farm pursuant to a conservation plan developed in cooperation with the landowner and state and federal soil conservation officials.
- G. During the term of this Lease, Lessor shall be entitled to enter onto the real estate for the purposes of conducting surveying and such other testing and monitoring ("Prairie Green testing and monitoring") as Lessor, in its sole discretion, deems necessary and advisable in order to plan for the continuing development of Prairie Green Preserve. In the event that Lessor, or its agents or employees, cause any damage (which shall be verified by Lessor) to Lessee's crop during the course of the Prairie Green testing and monitoring, Lessor's liability for damages shall not exceed \$250.00 per acre damaged.

H. During the term of the Lease, the Lessor shall be permitted to construct and use haul roads, paths and gravel storage pads on non-crop producing land.

Section III
Lessor's Investment and Expenses

Lessor will furnish the property, and will pay the real estate taxes on land.

Section IV
Lessee's Investment and Expenses

Lessee will furnish the property and service, and will pay for all the machinery, equipment, and labor necessary to farm the premises and all seed, inoculation and disease-treatment materials, and fertilizers.

Section V
Lessee's Duties in Operating Farm

Further, Lessee will:

- A. Faithfully cultivate the farm in a timely, thorough, and farmer-like manner.
- B. Take proper care of, and prevent injury to, all trees, vines, and shrubs.
- C. Keep open ditches, tile drains, tile outlets, grass waterways, and terraces in good repair.
- D. Prevent all unnecessary waste, or loss, or damage to the lessor's property.
- E. Not assign this lease or sublet any part of the premises without the Lessor's written consent.
- F. Not cut live trees, except by permission of Lessor, but use only dead or down timber not suitable for saw logs or posts.
- G. Not allow noxious weeds to go to seed on the premises, but destroy them, and to keep trim the weeds and grass on the roads adjoining the leased premises.
- H. Not burn cornstalks, straw or other crop residues grown on the farm, except by permission of Lessor, but leave or spread all such material upon the land, and in no case remove from the farm any such material without the Lessor's consent.

I. Complete the harvesting of planted crops on the land by no later than November 1, 2026 and November 1, 2027 each year.

J. Not break up established watercourses or ditches, or undertake any other operation that will injure the leased premises.

K. Not plow pasture or meadowland without the Lessor's consent.

L. In the event Lessee fails to pay any lease payment when due or otherwise fails to perform any of the terms and conditions set forth herein, Lessor shall be entitled to enforce this Lease with any and all remedies available to Lessor at law or in equity, and in the event of such default in performance by Lessee, Lessor shall be entitled to be reimbursed for its reasonable attorney's fees.

M. Not plow or otherwise disturb Lessor's prairie seeding upon the land lying southerly and adjacent the leased premises. In the event that Lessee, or its agents or employees cause any damage (which shall be verified by Lessor) to Lessor's prairie seeding project during the term of this lease, Lessee shall be responsible for and pay such damages for restoration of such prairie seeding area caused by Lessee.

N. Lessee takes possession of the leased premises subject to the hazards of operating equipment and personnel on the land, and assumes all risk of accidents personally as well as for employees and agents of Lessee in pursuance of farming operations, or in performing repairs of fences, tiles or other improvements. Lessee agrees to protect and indemnify and save Lessor harmless against and from any and all claims by or on behalf of any person or persons arising out of or from any accident, conduct, work or other occurrences whatsoever or whomsoever, and due directly or indirectly to the negligent use of the land by said Lessee, its employees, agents, contractors, servants, licensees, or agents. Further, prior to the commencement of this Lease, Lessee agrees to furnish to Lessor a Certificate of Insurance naming Lessor as an additional insured, with general liability limits of \$1,000,000 for all occurrences; lessee shall endorsed on the policy and certificate a provision that Lessor shall be given 15 days prior written notice of cancellation or material change in insurance coverage.

O. Lessee shall provide invasive plant species control services (weed control) on portions of the Lessor-owned Prairie Green Preserve abutting the leased premises. The invasive species control services shall be conducted over an anticipated acreage of approximately 70 acres, and the final acreage amount shall be the actual unused land (not farmed and not hydrated as part of the Prairie Green Preserve Wetland Mitigation Bank Project). The methods used by the Lessee to control invasive plant species shall include mowing, herbicide application, and disking, or a combination

of these methods as authorized by the Lessor. The frequency and timing of invasive species control services to be conducted on the unused land shall be as authorized by the Lessor. The Lessee shall charge a fee to the Lessor for invasive species control services in accordance with the following rates: mowing - \$60.00/acre, herbicide application - \$30.00/acres (including chemicals), and disking - \$45.00 /acre. The cost of invasive species control services shall be applied as a credit to the annual cash rent.

LESSOR: CITY OF GENEVA, ILLINOIS

LESSEE:

BY: _____
David DeGroot
Community Development Director

Lessee

ATTEST: _____
CITY CLERK

DATED: _____, 2026

EXHIBIT A**LEGAL DESCRIPTION – 132 ACRES FORMERLY OWNED BY THE STATE
OF ILLINOIS DEPARTMENT OF CORRECTIONS**

The following described property except for the southerly 1.7 acres thereof:

A PART OF SECTION 31, TOWNSHIP 40 NORTH, RANGE 8 EAST AND A PART OF SECTION 36, TOWNSHIP 40 NORTH, RANGE 7 EAST AND PART OF SECTION 1, TOWNSHIP 39 NORTH, RANGE 7 EAST AND A PART OF SECTION 6, TOWNSHIP 39 NORTH, RANGE 8 EAST, ALL BEING FROM THE THIRD PRINCIPAL MERIDIAN, CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTHEAST $\frac{1}{4}$ OF SAID SECTION 31 FROM SAID POINT OF BEGINNING; THENCE EAST 953.34 FEET ALONG THE SOUTH LINE OF SAID SOUTHEAST $\frac{1}{4}$ TO A POINT LYING 1690.55 FEET WEST OF THE SOUTHEAST CORNER OF SAID SOUTHEAST $\frac{1}{4}$; THENCE NORTH 689.31 FEET ALONG A LINE WHICH FORMS AN ANGLE TO THE RIGHT OF 90 DEGREES 00 MINUTES 00 SECONDS WITH THE LAST DESCRIBED COURSE TO THE SOUTHEAST CORNER OF A TRACT OF LAND CONVEYED TO THE CITY OF ST. CHARLES BY QUIT CLAIM DEED RECORDED NOVEMBER 30, 1993 AS DOCUMENT NO. 93K095347 IN THE KANE COUNTY RECORDER'S OFFICE; THENCE WEST 3654.56 FEET, MORE OR LESS, ALONG THE SOUTH LINE OF SAID TRACT AND THE WESTERLY EXTENSION THEREOF TO AN OLD FENCE LINE; THENCE SOUTHWEST ALONG SAID OLD FENCE LINE, ALSO BEING AN EASTERLY LINE OF LAND DESCRIBED IN DEED DOCUMENT 2000K062755 TO MICHAEL VONDRA INSURANCE CONSULTANTS, LTD., TO THE INTERSECTION WITH THE SOUTH LINE OF AN OLD FENCE LINE BEING A NORTH LINE OF A TRACT OF LAND CONVEYED BY QUIT CLAM DEED TO MICHAEL VONDRA INSURANCE CONSULTANTS, LTD., RECORDED AUGUST 8, 2000 AS DOCUMENT NO. 2000K062755 IN SAID RECORDER' S OFFICE, AND BEING A NORTH LINE OF LAND DESCRIBED IN DEED DOCUMENT 92K69629 TO CITY OF ST. CHARLES, SAID NORTH LINE ALSO BEING THE SOUTH LINE OF THE NORTH HALF OF NORTHEAST $\frac{1}{4}$ OF SAID SECTION 1; THENCE EAST ALONG SAID SOUTH LINE AND THE SOUTH LINE OF THE NORTH HALF OF THE NORTHWEST FRACTIONAL QUARTER OF SAID SECTION 6, SAID SOUTH LINE OF THE NORTH HALF OF SAID NORTHWEST FRACTION QUARTER BEING THE NORTH LINE OF A TRACT OF LAND CONVEYED BY WARRANTY DEED TO CITY OF GENEVA, AN ILLINOIS MUNICIPAL CORPORATION RECORDED FEBRUARY 24, 2000 AS DOCUMENT NO. 2000K013770 IN SAID RECORDER'S OFFICE TO THE SOUTHEAST CORNER OF THE NORTH HALF OF SAID NORTHWEST FRACTIONAL QUARTER; THENCE NORTH ALONG THE EAST LINE OF THE NORTH HALF OF SAID NORTHWEST FRACTIONAL QUARTER TO THE NORTHEAST CORNER OF SAID NORTHWEST FRACTIONAL QUARTER; THENCE EAST 66.0 FEET ALONG THE SOUTH LINE

OF THE SOUTHWEST $\frac{1}{4}$ OF SAID SECTION 31 TO THE POINT OF BEGINNING,
IN KANE COUNTY, ILLINOIS

EXHIBIT B**LEGAL DSCRIPTION – 25 ACRES OF THE FORMER LINDQUIST FARM**

The following described property except for 13 acres in the easterly and central portions thereof:

THE SOUTH $\frac{1}{2}$ OF THE NORTH $\frac{1}{2}$ OF THE NORTHEAST $\frac{1}{4}$ OF SECTION 6,
TOWNSHIP 39 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN,
IN THE TOWNSHIP OF GENEVA, KANE COUNTY, ILLINOIS.

EXHIBIT C**LEGAL DESCRIPTION – 62 ACRES OF THE FORMER ANDERSON FARM**

The following described property except for the central 58 acres thereof:

PARCEL ONE: THE SOUTH ½ OF THE NORTHEAST ¼ OF SECTION 6, TOWNSHIP 39 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE TOWNSHIP OF GENEVA, KANE COUNTY, ILLINOIS.

PARCEL TWO: THE SOUTH HALF OF THE NORTHWEST FRACTIONAL QUARTER OF SECTION 6, TOWNSHIP 39 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE TOWNSHIP OF GENEVA, KANE COUNTY, ILLINOIS.

PARCEL THREE: THAT PART OF THE SOUTH ½ OF THE NORTHEAST ¼ OF SECTION 1, TOWNSHIP 39 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN LYING EAST OF THE FOLLOWING TRACT: (A STRIP OF LAND 60 FEET IN WIDTH EXTENDING OVER AND ACROSS THE SOUTH EAST ¼ OF THE NORTHEAST ¼ OF SECTION 1, TOWNSHIP 39 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, SAID STRIP OF LAND BEING THAT CERTAIN STRIP OF LAND AS CONVEYED BY CHARLES W. PEMBLETON AND WIFE TO THE CHICAGO AND NORTH WESTERN RAILWAY COMPANY (NOW THE CHICAGO AND NORTH WESTERN TRANSPORTATION COMPANY) BY WARRANTY DEED DATED JUNE 29, 1903 AND RECORDED AS DOCUMENT 64790 IN BOOK 430 ON PAGE 337 IN THE OFFICE OF THE REGISTER OF DEEDS FOR KANE COUNTY, ILLINOIS) IN THE TOWNSHIP OF BLACKBERRY, KANE COUNTY, ILLINOIS

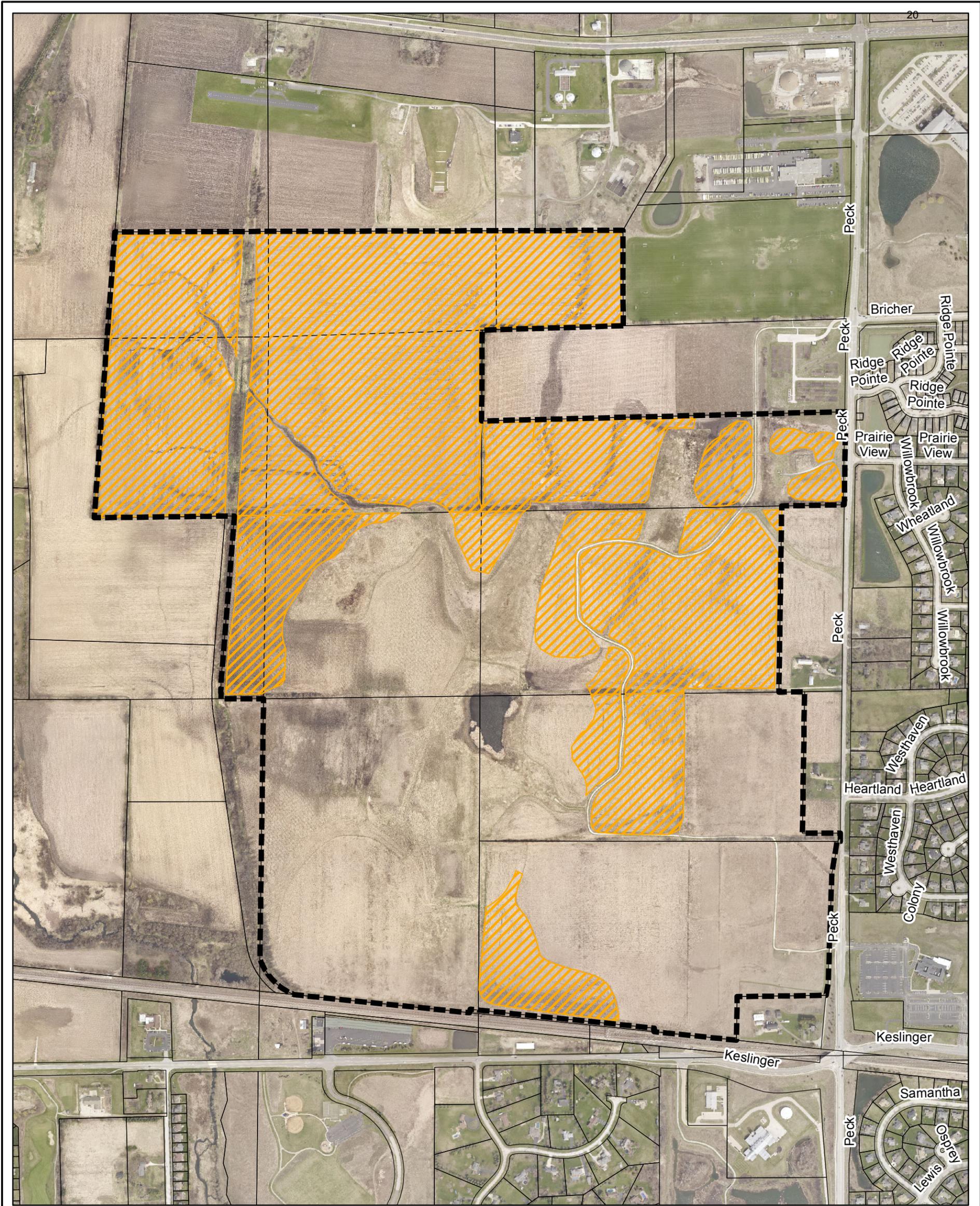
EXHIBIT D**LEGAL DESCRIPTION – 15 ACRES OF THE FORMER FISHER FARM**

THE NORTH ½ OF THE SOUTHEAST ¼ (EXCEPT THE SOUTH 15 RODS THEREOF) OF SECTION 6, TOWNSHIP 39 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN,(AND ALSO EXCEPTING THEREFROM THE HOMESTEAD LAND OF APPROXIMATELY 5 ACRES SITUATED
ALONG
PECK ROAD, THE EASTERLY PRAIRIE SEEDED CONSISTING OF 19.8 ACRES AND THE WESTERLY 18.9 ACRES THEREOF), IN THE TOWNSHIP OF GENEVA, KANE COUNTY, ILLINOIS.

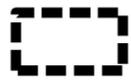
EXHIBIT E**LEGAL DESCRIPTION – 11 ACRES OF THE FORMER WEBER FARM**

THAT PART OF THE SOUTH EAST 1/4 OF SECTION 6, TOWNSHIP 39 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE QUARTER SECTION LINE 16.25 CHAINS SOUTH OF THE CENTER OF SAID SECTION; THENCE SOUTH ALONG THE QUARTER SECTION LINE 1235.7 FEET TO THE NORTH LINE OF THE RIGHT OF WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY; THENCE SOUTHEASTERLY ALONG THE NORTH LINE OF SAID RIGHT OF WAY 2639.3 FEET TO THE EAST LINE OF SAID SECTION 6; THENCE NORTH ALONG THE EAST LINE OF SAID SECTION 1527 FEET TO A POINT 16.25 CHAINS SOUTH OF THE NORTHEAST CORNER OF SAID SOUTH EAST 1/4; THENCE WEST 2640 FEET TO THE PLACE OF BEGINNING (EXCEPTING THE WEBER HOMESTEAD LAND OF APPROXIMATELY 6 +/- ACRES IN THE SOUTHEAST CORNER OF THE ABOVE DESCRIBED LAND, 28.6 ACRES OF THE CITY PRAIRIE SEEDED AREA, AND THE NORTHWESTERLY 12 ACRES THEREOF), IN THE TOWNSHIP OF GENEVA, KANE COUNTY, ILLINOIS.

EXHIBIT F
2026 TILLABLE ACREAGE –
PRAIRIE GREEN PRESERVE FARM LEASE



LEGEND



Prairie Green Preserve Boundary



Tillable Acreage = 245

0 500 1,000 Feet



2026 Tillable Acreage Prairie Green Preserve

GENERATED BY:
City of Geneva, Illinois
Planning Division



This map is intended for use as reference only; the data is subject to change without notice. Original base maps provided via intergovernmental agreement with Kane County GIS-Technologies. Reproduction without permission from the City of Geneva is forbidden.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Custodial Services – FY27 Contract Renewal		
Presenter & Title:	Pete Adams, Facilities Manager		
Date:	February 27, 2026		
Please Check Appropriate Box:			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: Quality Infrastructure and Services			
Estimated Cost: \$80,184.00 / year		Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
<p>In early 2023, City Staff executed a bid & Council authorized an annual agreement for Custodial Services for City Hall & Finance, Police Station, and Public Works to Eco Clean Maintenance at an annual cost of \$77,856 per year for FY25 & FY26. The bids also included rates for the option to renew the agreement for FY27 for \$80,184/yr &/or FY28 for \$84,168/yr. Since May of 2024, Eco Clean has performed to the terms of their contract and has consistently responded appropriately when minor issues have arisen; the City’s Facilities Manager (FM) & Eco Clean’s Supervisor have performed routine building inspections and check-ins with primary stakeholders at each building and the FM has confirmed support for renewal with the Public Works Director and Police Chief.</p> <p>City Staff are advising and requesting approval to renew the contract with Eco Clean for Custodial Services for FY27 in the amount of \$80,184 per year.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution • Custodial Services - Bid Analysis (from Feb 2024 for FY27 Renewal) • Geneva Custodial Services - COG Eco Clean Contract 			
Voting Requirements:			
<p><i>This motion requires a simple majority of affirmative votes for passage.</i></p> <p><i>The Mayor may vote on three occasions: (a) when the vote of the aldermen or trustees has resulted in a tie; (b) when one half of the aldermen or trustees elected have voted in favor of an ordinance, resolution, or motion even though there is no tie vote; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.</i></p>			
Recommendation / Suggested Action: <i>(how the item should be listed on agenda)</i>			
<p>Recommend Approval of Resolution Authorizing the City Administrator to Execute Contract with Eco Clean Maintenance for the renewal of the Custodial Services Agreement through FY27 (April 2027) for an annual cost of \$80,184.00 for Daily Custodial Services and Supplies for City Hall, Police Department, and Public Works.</p>			

RESOLUTION NO. 2026-__

**RESOLUTION AUTHORIZING EXECUTION OF THE
CONTRACT WITH ECO CLEAN MAINTENANCE FOR THE RENEWAL
OF THE CUSTODIAL SERVICES AGREEMENT THROUGH FY27
FOR CITY HALL, POLICE DEPARTMENT, AND PUBLIC WORKS**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA,
KANE COUNTY, ILLINOIS, as follows:**

SECTION 1: That the City Administrator is hereby authorized to execute, on behalf of the City of Geneva, a Contract with Eco Clean Maintenance for the renewal of the Custodial Services Agreement through FY27 (April 2027) for an annual cost of \$80,184.00 for Daily Custodial Services and Supplies for City Hall, Police Department, and Public Works as recommended by Staff.

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this 2nd day of March, 2026.

AYES: __ NAYS: __ ABSENT: __ ABSTAINING: __ HOLDING OFFICE: __
Approved by me this 16th day of March, 2026.

Mayor

ATTEST:

City Clerk

Custodial Services Bid Analysis

	Bid Bond	Year 1 All	Year 2 All	Year 3 All	Year 4 All	4 Yr Total
EBM (Executive Building Maintenance)	Y	\$ 64,015.43	\$ 65,295.73	\$ 66,601.64	\$ 67,933.68	\$ 263,846.48
Eco Clean Maintenance	Y	\$ 77,856.00	\$ 77,856.00	\$ 80,184.00	\$ 84,168.00	\$ 320,064.00
City Wide Building Maintenance	Y	\$ 111,013.89	\$ 114,344.32	\$ 114,344.32	\$ 117,774.63	\$ 457,477.16
Alpha Building Maintenance	N	\$ 74,052.00	\$ 76,644.00	\$ 79,344.00	\$ 82,116.00	\$ 312,156.00
Best Quality Cleaning	N	\$ 72,924.00	\$ 74,556.00	\$ 76,248.00	\$ 78,001.00	\$ 301,729.00
DuKane Contract Services	Y	\$ 111,840.00	\$ 117,444.00	\$ 123,312.00	\$ 129,480.00	\$ 482,076.00

	City Hall					Finance Department				
	Year 1	Year 2	Year 3	Year 4	Daily hours	Year 1	Year 2	Year 3	Year 4	Daily hours
EBM (Executive Building Maintenance)	\$ 16,822.55	\$ 17,159.00	\$ 17,502.18	\$ 17,852.23	1.74	\$ 2,332.73	\$ 2,379.38	\$ 2,426.97	\$ 2,475.51	0.24
Eco Clean Maintenance	\$ 18,096.00	\$ 18,096.00	\$ 18,636.00	\$ 19,560.00	3	\$ 3,216.00	\$ 3,216.00	\$ 3,312.00	\$ 3,468.00	0.5
City Wide Building Maintenance	\$ 20,815.10	\$ 21,439.56	\$ 21,439.56	\$ 22,082.74	3.5	\$ 13,876.74	\$ 14,293.04	\$ 14,293.04	\$ 14,721.83	2.5
Alpha Building Maintenance	\$ 16,560.00	\$ 17,136.00	\$ 17,748.00	\$ 18,360.00	4	\$ 4,140.00	\$ 4,284.00	\$ 4,440.00	\$ 4,596.00	1
Best Quality Cleaning	\$ 17,400.00	\$ 17,664.00	\$ 18,000.00	\$ 18,360.00	3	\$ 3,000.00	\$ 3,300.00	\$ 3,600.00	\$ 3,900.00	0.5
DuKane Contract Services	\$ 26,604.00	\$ 27,936.00	\$ 29,328.00	\$ 30,792.00	3	\$ 7,092.00	\$ 7,452.00	\$ 7,824.00	\$ 8,220.00	1
Buck Services	DECLINED TO BID									
Morgan Building Maintenance	BID REFUSED DUE TO LATE ARRIVAL									

	Public Works					Police Department				
	Year 1	Year 2	Year 3	Year 4	Daily hours	Year 1	Year 2	Year 3	Year 4	Daily hours
EBM (Executive Building Maintenance)	\$ 20,859.97	\$ 21,277.17	\$ 21,702.71	\$ 22,136.76	2.15	\$ 24,000.18	\$ 24,480.18	\$ 24,969.78	\$ 25,469.18	2.48
Eco Clean Maintenance	\$ 20,508.00	\$ 20,508.00	\$ 21,120.00	\$ 22,176.00	3.5	\$ 36,036.00	\$ 36,036.00	\$ 37,116.00	\$ 38,964.00	4
City Wide Building Maintenance	\$ 34,691.84	\$ 35,732.60	\$ 35,732.60	\$ 36,804.57	5.5	\$ 41,630.21	\$ 42,879.12	\$ 42,879.12	\$ 44,165.49	6.5
Alpha Building Maintenance	\$ 20,256.00	\$ 20,964.00	\$ 21,696.00	\$ 22,464.00	4	\$ 33,096.00	\$ 34,260.00	\$ 35,460.00	\$ 36,696.00	4
Best Quality Cleaning	\$ 19,920.00	\$ 20,340.00	\$ 20,736.00	\$ 21,156.00	3.5	\$ 32,604.00	\$ 33,252.00	\$ 33,912.00	\$ 34,585.00	5
DuKane Contract Services	\$ 29,220.00	\$ 30,684.00	\$ 32,220.00	\$ 33,828.00	3	\$ 48,924.00	\$ 51,372.00	\$ 53,940.00	\$ 56,640.00	4

Hours & Price Per Hour for Year 1

	CH		FIN		PD		PW	
	Yr 1 Total Hours	Yr 1 \$ - Per Hr	Yr 1 Total Hours	Yr 1 \$ - Per Hr	Yr 1 Total Hours	Yr 1 \$ - Per Hr	Yr 1 Total Hours	Yr 1 \$ - Per Hr
EBM (Executive Building Maintenance)	433.26	\$ 38.83	59.76	\$ 39.03	905.2	\$ 26.51	535.35	\$ 38.97
Eco Clean Maintenance	747	\$ 24.22	124.5	\$ 25.83	1460	\$ 24.68	871.5	\$ 23.53
City Wide Building Maintenance	871.5	\$ 23.88	622.5	\$ 22.29	2372.5	\$ 17.55	1369.5	\$ 25.33
Alpha Building Maintenance	996	\$ 16.63	249	\$ 16.63	1460	\$ 22.67	996	\$ 20.34
Best Quality Cleaning	747	\$ 23.29	124.5	\$ 24.10	1825	\$ 17.87	871.5	\$ 22.86
DuKane Contract Services	747	\$ 35.61	249	\$ 28.48	1460	\$ 33.51	747	\$ 39.12



Memorandum

Kevin R. Burns, Mayor

To: Eco Clean Maintenance, Inc
From: City of Geneva
Date: 3/27/2024

- Anais Bowring, Ward 1
- Mike Bruno, Ward 1
- Brad Kosirog, Ward 2
- Richard Marks, Ward 2
- Dean Kilburg, Ward 3
- Becky Hruby, Ward 3
- Amy Mayer, Ward 4
- Martha Paschke, Ward 4
- Craig Maladra, Ward 5
- Robert C. Swanson, Ward 5

This Memo serves to provide additional clarifications to the Custodial Services agreement between the City of Geneva and Eco Clean Maintenance, Inc. for the period of May 1, 2024 through April 30, 2026 for the City Hall/Finance, Police Department, Public Works, and Tri-Com Dispatch Facilities.

CONFIRM UNDERSTANDING OF SCOPE: This memo is supplemental to the City of Geneva Custodial Services Bid Spec for Cleaning Services and Supplies from May 2024 through April 2026. The City of Geneva (City) and Eco Clean Maintenance, Inc. (Eco Clean) acknowledge and accept the terms outlined in the "Geneva Custodial Services Bid Specifications" document, supported by the submission provided by Eco Clean Maintenance, Inc. on January 29th 2024 (Exhibit A). Any additional terms outlined on this memo will also apply to the contract terms between the City and Eco Clean.

*Stephanie K. Dawkins,
City Administrator*

PAYMENTS/INVOICING: Contractor should invoice for services in a timely fashion after work has been performed, no more than 30 calendar days whenever possible. Invoices are to be submitted to Accounts Payable at: AP@geneva.il.us. The City will process payment on a net 30 basis.

CHANGES or ADDITIONAL FEES: The Contractor shall be responsible for carrying out work according to the terms outlined in the proposal and per manufacturer specifications. The Contractor shall receive the concurrence of the Facilities Manager or designee prior to implementing any subsequent changes to the approved terms.

ATTENDANCE: Services are to be performed daily (work week or 7-days per week depending on facility) as outlined. In the event of extreme weather or other major event that will result in inability to perform services, Eco Clean will notify the Facilities Manager via email or text message promptly once the circumstances are defined. In the event of City Facilities closing due to weather event or other unforeseen circumstances, the Facilities Manager or other City representative will notify Eco Clean via text, call, or email in as timely a manner as possible.

PERFORMANCE EVALUATION: The Facilities Manager and any facility stakeholders will review Eco Clean Staff performance against the checklists included in the bid specification on a monthly basis and are to make Eco Clean staff aware of any noted concerns or issues as quickly as possible.

RESPONSIVENESS TO ISSUES: Eco Clean is expected to resolve any reported issues or concerns within 2 working days for the facility (varies if 5 or 7 day per week service schedule). If the reported concern/issue is not able to be resolved within 2 days, Eco Clean is expected to communicate in writing when and how the matter will be resolved. Email to the Facilities Manager is the preferred written communication method. (padams@geneva.il.us)

CANCELLATION POLICY: Should either the City or Eco Clean find cause to terminate the term of the service agreement prior to the expiration on April 30 2026, the party pursuing contract termination will notify the other party formally in writing with minimum 30 days' notice of expected termination. This formal notice will explain in detail the reasoning for the contract cancellation.

Signature acknowledging acceptance of the 2 year agreement between the City of Geneva and Eco Clean Maintenance, Inc. for cleaning services and supplies as outlined in the bid submission provided by Eco Clean on January 29th 2024 (attached at Exhibit A) and additional clarifying terms outlined in this memorandum.

Dylan Meyer

Eco Clean Maintenance, Inc. (Authorized Representative Signature)

3/27/24
(Date)

City of Geneva (Authorized Representative Signature)

(Date)

CUSTODIAL SERVICES BID PROPOSAL
FOR
CITY OF GENEVA
BY
ECO CLEAN MAINTENANCE, INC.



January 29th, 2024

City of Geneva
22 South First Street
Geneva, IL 60134

Re: Custodial Services

To Whom It May Concern:

I would like to take this opportunity to introduce our company. We are a commercial janitorial company specializing in providing state of the art janitorial services to companies with diversified requirements. We are very confident that our extremely competitive rates and the highest standard of services in the industry could be an added benefit to your company.

QUALITY CONTROL AND EXCELLENT ON PREMISES SUPERVISION are only two of a long list of reasons that separate us from our competition.

In *Eco Clean Maintenance, Inc.* we believe that we offer outstanding customer service and satisfaction that our clients deserve, expect and will receive.

I would appreciate a few moments from your busy schedule to present to you what sets us ahead of the competition and provide you with the competitive rates.

Thank you for your time.

YOUR SATISFACTION MEANS OUR SUCCESS!

Truly yours,

Dylan Meyer

Dylan Meyer
Sales Manager
Eco Clean Maintenance, Inc.
773-616-9009

Custodial Services Bid Jan 2024 – Addendum #2

1. Do you know approximately monthly usage of toilet paper, hand towels, soap etc?
 - No, we do NOT have estimated usage quantities at this time.
2. Do you need napkins to use at lunchroom?
 - Kitchenettes/lunch rooms will have a paper towel dispenser & soap dispenser at the sink that are expected to be refilled with the contract. No additional napkins or other paper products are required for the lunchrooms.
3. Could you please email me what specific paper products you need? (for example, if you use jumbo roll toilet paper or single roll one, etc.).
 - See provided pics showing examples of existing dispensers in the facilities below. Bidders are expected to provide consumable supplies that will fit with the existing dispensers.
 - or
 - Bidders may submit bids with alternate products, but must assume replacement of dispensers at the cost of the bidder or their supplier(s).
4. To my knowledge, no other Kane County municipality requires prevailing wages of \$16.50/17.00.
 - From the Geneva City Code, Section 1-8A-3/B.1: “All contractors and subcontractors shall not pay less than the prevailing rate of wages [14] as determined by the State of Illinois, if applicable.” [CHAPTER 8 - MUNICIPAL FINANCES | Code of Ordinances | Geneva, IL | Municode Library](#)
 - Per the Illinois Department of Labor: the “Prevailing Wage Act Requires contractor and subcontractor to pay laborers, workers, and mechanics employed on public works projects, no less than the general prevailing rate of wages (consisting of hourly cash wages plus fringe benefits) for work of similar character in the locality where the work is performed.” [Prevailing Wage Act - Conciliation and Mediation Division \(illinois.gov\)](#)
5. Bid Security – Do you require a bid bond and performance bond? & if awarded the contract, do we need to give you a security deposit or is that before we are awarded the contract?
 - Yes, a bid bond or deposit is required. A Performance bond is not. Link to section 1-8A-4: Bid Deposits:
https://library.municode.com/il/geneva/codes/code_of_ordinances?nodeId=TIT1AD_C H8MUFI_ARTABICOPR_1-8A-4BIDE
6. On the fees forms, you add in the 2nd, 3rd, 4th year price to the original price for 2024. Do you not want it separate?
 - This is a typo. These were intended to fees per individual year. A corrected Fees Form is included with this addendum.
7. Are the perishable supplies such as paper towels, trash can liners, hand soaps that we are asked to furnish considered rebill items or do we need to factor them in our monthly pricing with labor?
 - Costs for consumable supplies should be included in the monthly fee estimates.

City of Geneva, IL



**CONTRACT DOCUMENTS
AND PROJECT SPECIFICATIONS
FOR
CUSTODIAL SERVICES
AT THE
CITY HALL &
FINANCE DEPARTMENT
POLICE DEPARTMENT,
PUBLIC WORKS FACILITY,
&
TRI-COM DISPATCH
FOR
May 2024 through April 2026**

PETE ADAMS – FACILITIES MANAGER

JANUARY 2024

City of Geneva, IL

ADVERTISEMENT REQUESTING PROPOSALS

The City of Geneva (City) is seeking a qualified proposals for custodial services for City Hall, Finance Department, Police Department, Public Works & Tri-Com facilities.

Proposals to be submitted in **duplicate**, in a sealed envelope with the words “CUSTODIAL SERVICES” clearly marked on it, will be received by the City of Geneva, Illinois until **10:00 a.m. on Monday, January 29th 2024** at the office of the City Administrator located at 22 South First Street, Geneva, IL 60134; immediately following, they will be publicly opened and read aloud in the City’s Council Chambers. To attend the public opening, please use the public entrance on the James Street side (south) of the building.

Instructions and specifications are available on the City of Geneva web site. <https://www.geneva.il.us>

All persons working on this project shall be paid no less than current prevailing wages stipulated by the Illinois Department of Labor in the County of Kane and/or as determined by a Court of Law having Jurisdiction.

The City of Geneva, Illinois reserves the right to reject any or all proposals and waive technicalities. Submissions may withdraw their proposal if a request

City of Geneva, IL

The Term of this contract will run from May 1, 2024 through April 30th 2026 with a possible two year extension if the successful bidder's performance meets or exceeds expectations.

4. LIQUIDATED DAMAGES: n/a
5. SUBSTITUTE OR "OR-EQUAL" ITEMS: Any substitutions from the bid form or documents for consumable products implemented and scope &/or schedule of services are subject to the approval of the by the City's FM at padams@geneva.il.us.
6. BID FORM: All Bids must be made on the required Bid Form. The Bid Form is included with the Bidding Documents.

All blanks on the Bid Form must be completed using the fillable PDF version, by ink, or typewriter.

The Bid shall contain an acknowledgement of receipt of all Addenda (the numbers of which must be filled in on the Bid Form).

7. MODIFICATION AND WITHDRAWAL OF BIDS: Bids may be modified or withdrawn by an appropriate document duly executed (in the manner that a Bid must be executed) and delivered to the place where Bids are to be submitted at any time prior to the opening of Bids.

If, within twenty-four hours after Bids are opened, any Bidder files a duly signed, written notice with Owner and promptly thereafter demonstrates to the reasonable satisfaction of Owner that there was a material and substantial mistake in the preparation of its Bid, that Bidder may withdraw its Bid and Bid security will be returned. Thereafter, that Bidder will be disqualified from further bidding on the Work to be provided under the Contract Documents.

8. All Bids shall remain open for sixty days after the day of the Bid opening.
9. AWARD OF CONTRACT: Owner reserves the right to reject any and all Bids, to waive any and all informalities and to negotiate contract terms with the Successful Bidder, and the right to disregard all nonconforming, non-responsive or conditional Bids. Discrepancies between words and figures will be resolved in favor of words. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.
10. BID EVALUATION: Owner shall consider the qualifications of the Bidders, whether or not the Bids comply with the prescribed requirements, and alternates and unit prices if requested in the Bid Forms.

Owner may consider the qualifications and experience of Subcontractors and other persons and organizations (including those who are to furnish the principal items of material or equipment) proposed for those portions of the Work as to which the identity of Subcontractors and other persons and organizations must be submitted as provided in the Supplementary Conditions. Operating costs, maintenance considerations, performance data and guarantee of materials and equipment may also be considered by Owner.

Owner may conduct such investigations as deemed necessary to assist in the evaluation of any bid and to establish the responsibility, qualifications and financial ability of the Bidders, proposed Subcontractors and other persons and organizations to do the work in accordance with the Contract Documents to Owner's satisfaction within the prescribed time.

City of Geneva, IL

PROPOSAL

The following proposal is hereby made to the **City of Geneva, Illinois**, hereinafter called the Owner. Proposal is submitted in duplicate by Eco Clean Maintenance, Inc.

The undersigned hereby proposes and agrees to furnish all the necessary labor, materials, equipment, tools and services necessary to perform the "CUSTODIAL SERVICES" in accordance with the Specifications and Procedural documents attached.

In submitting this proposal the undersigned declares that the only persons or parties interested in the Proposal as principals are those named herein and that the Proposal is made without collusion with any other person, firm, or corporation.

The Undersigned acknowledges receipt of the following Addenda.

Addendum No.	Date	Initials
<u>1</u>	<u>1/22/24</u>	<u>A.G.</u>
<u>2</u>	<u>1/25/24</u>	<u>A.G.</u>

The Undersigned declares that he has examined the Contract Documents and is familiar with the local conditions at the site where the work is to be performed and with the conditions affecting the Contract requirements and understands that in making this Proposal he waives all right to plead any misunderstanding regarding the same.

The undersigned further agrees prosecute the work in such a manner and with sufficient materials, equipment, and labor as will insure its completion by the completion date, it being understood and agreed that the completion within the time limit is an essential part of the Contract.

The undersigned hereby proposes and agrees to furnish all necessary labor, materials, equipment, tools and services necessary to perform the "CUSTODIAL SERVICES" as described in the contract documents.

Name: Arkadiusz Grabowski

Signature: 

Date: 1/26/24

Title: President

Company: Eco Clean Maintenance, Inc.

City Hall	Annual Price	Monthly Price	Estimated hours required for daily task execution
May 1 2024 - April 30 2025	\$18,096	\$1,508	3 hours
May 1 2025 - April 30 2026	\$18,096	\$1,508	3 hours
May 1 2026 - April 30 2027	\$18,636	\$1,553	3 hours
May 1 2027 - April 30 2028	\$19,560	\$1,630	3 hours

Finance Department	Annual Price	Monthly Price	Estimated hours required for daily task execution
May 1 2024 - April 30 2025	\$3,216	\$268	0.5 hours
May 1 2025 - April 30 2026	\$3,216	\$268	0.5 hours
May 1 2026 - April 30 2027	\$3,312	\$276	0.5 hours
May 1 2027 - April 30 2028	\$3,468	\$289	0.5 hours

Police Department	Annual Price	Monthly Price	Estimated hours required for daily task execution
May 1 2024 - April 30 2025	\$36,036	\$3,003	4 hours
May 1 2025 - April 30 2026	\$36,036	\$3,003	4 hours
May 1 2026 - April 30 2027	\$37,116	\$3,093	4 hours
May 1 2027 - April 30 2028	\$38,964	\$3,247	4 hours

Public Works	Annual Price	Monthly Price	Estimated hours required for daily task execution
May 1 2024 - April 30 2025	\$20,508	\$1,709	3.5 hours
May 1 2025 - April 30 2026	\$20,508	\$1,709	3.5 hours
May 1 2026 - April 30 2027	\$21,120	\$1,760	3.5 hours
May 1 2027 - April 30 2028	\$22,176	\$1,848	3.5 hours

Tri-Com Dispatch	Annual Price	Monthly Price	Estimated hours required for daily task execution
May 1 2024 - April 30 2025	\$18,012	\$1,501	2 hours
May 1 2025 - April 30 2026	\$18,012	\$1,501	2 hours
May 1 2026 - April 30 2027	\$18,552	\$1,546	2 hours
May 1 2027 - April 30 2028	\$19,476	\$1,623	2 hours

City of Geneva, IL

OVERVIEW & TERMS

The City of Geneva (City) is seeking bids for interior cleaning of the City Hall and Finance Department Offices, Police Department, Public Works Facility, and Tri-Com Dispatch center. These services are to be *done in strict compliance with the attached specifications and checklists with the intended goal of maintaining a clean and sanitary work environment for employees and to present properly maintained facilities to the public.* The Term of this contract will run from May 1, 2024 through April 30th 2026 with a possible two year extension if the successful bidder's performance meets or exceeds expectations.

FACILITY INSPECTIONS:

Bidders are responsible to complete a thorough, initial inspection prior to submitting their bid. Visits to inspect the building should be coordinated with the Facilities Manager (FM), Pete Adams, via email at padams@geneva.il.us with NO LESS THAN 48 HOURS NOTICE. During inspections FM or Designee will inform the Bidder of any site specific conditions or restrictions. Any visitors are required to follow required to check in & out at the front office

GENERAL TERMS AND PERFORMANCE EXPECTATIONS:

- 1) All refuse and recycling materials will be deposited separately in the appropriate on-site dumpsters *provided; City employees are responsible to for pre-sorting any waste generated appropriately into "garbage" or "recyclable" waste bins.*
- 2) Greater area carpet cleaning will be contracted separately by the City on an annual or as needed basis. The awarded bidder is encouraged to communicate any concerns related to carpet cleanliness to the FM over the duration of the contract.
- 3) The City will provide a small secure storage area at each facility for use by the awarded bidder for the purpose of storing supplies and other cleaning related tools and materials.
- 4) The City will issue one set of keys for City Hall and Finance Department Offices and Public Works Facilities. Keys are not necessary for the Police Department and Tri-Com dispatch since they are staffed 24/7. Any additional keys must be issued by the City. Duplication of keys will be strictly prohibited and considered a breach of contract. Upon Termination or Conclusion of the contract all keys issued by the City are to be promptly returned to the FM.
- 5) Schedule: All services are to be performed during non-business hours. "Business Hours" for City Hall, Finance Department, Police Department, and Tri-Com are between the hours of 8 am and 4:30 pm Monday to Friday; for Public Works, "Business Hours" are 7:00 am to 3:30 pm Monday to Friday.

The Police Department and Tri-Com Buildings are 7 day per week contracts and City Hall the Public Works Buildings are 5 day per week contracts (Monday through Friday).

Periodically, portions of the buildings are used for evening public meetings (Typically from 7:00 to 10:00 pm in the Council Chambers in at City Hall). On these dates, the spaces should be available for cleaning following the meetings by no later than 10:00 pm. Please see this link to City's website for the Master Calendar of the City's Public Meetings.

- 6) Bidders are required to provide an estimated/expected time that the cleaning crew or individual staff member will be at each location per daily services.

City of Geneva, IL

- 7) The contract will be an annual contract with automatic renewal unless either party terminates. Either party may terminate the contract upon written notice via email or registered mail upon a ten (10) day notice. The day of receipt of this notice constitutes the first day of the ten (10).
- 8) Invoicing and payments for services rendered are to be done on a monthly basis. Payment will be issued within 30 days of receipt of invoice from the awarded bidder.
- 9) In the event any building is expanded or altered during the contract period, the awarded bidder will work with the city to provide an amended contract for the City's approval.
- 10) The Successful bidders appointed primary contact or other authorized representative will notify FM immediately via email, text, or call of any unusual circumstance encountered during the course of regular cleaning services.
- 11) Checklists detailing the routine tasks required by this contract are included later in this document. These checklists are to be completed by the successful bidder's onsite staff with every cleaning visit.
- 12) The Successful Bidder's designated primary contact or other designee is to schedule a monthly meeting at location with the FM to provide copies of the filled out checklists for the month and to collectively review and ensure to all routine tasks and other terms outlined in the contract terms.

At the discretion of the FM and after a consistent track record of meeting performance expectations have been established, these monthly meetings may be substituted with a monthly report submitted in writing to the FM.

- 13) All necessary equipment to perform this contract will be provided by the awarded bidder and will be maintained in good operating condition throughout the contract. No access to or usage of city equipment or technology (Copy Machine, computers, phones, etc.) are permitted by the bidder's onsite personnel without explicit approval by city personnel.
- 14) All consumable cleaning related products including paper products (toilet paper, hand towels, paper towels, and facial tissues), trash can liners, hand soap, will be provided by the awarded bidder under this contract. (Facial tissues are to provide as a stock item to be retrieved by City employees on an as-needed basis).

An onsite stockpile of approximately one to two months of all required supplies is to be stored onsite in the provided onsite secure storage area.

- 15) Non-residual germicidal cleaning products are to be used for all surface cleaning.
- 16) After regular tasks are completed all office doors are to be left closed and all lights switched lights are to be left off unless a City employee is currently in the space,

STAFF SPECIFICATIONS:

- 1) Throughout the term of this contract, any persons participating in onsite services on behalf of the successful bidder will be bonded, insured, and supervised. Supporting documentation to be provided upon request.

City Hall Custodial Checklist

<p>GA - General Areas (offices, conference rooms, library, electric meter room, hallways, entryways, work areas)</p> <p>Wind - Windows</p> <p>RR - Restrooms</p> <p>Lch/Trn - Salas de almuerzo y entrenamiento (Lunch & Training Rooms)</p> <p>LR - Vestuarios (Locker Rooms)</p>			Month																								
			Week 1					Week 2					Week 3					Week 4					Week 5				
			Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date
Area	TASK	FREQ	MON.	TUES.	WED.	THURS.	FRI.	MON.	TUES.	WED.	THURS.	FRI.	MON.	TUES.	WED.	THURS.	FRI.	MON.	TUES.	WED.	THURS.	FRI.	MON.	TUES.	THURS.		
GA	Sweep/dust mop and wet mop all stairs & disinfect handrails	D																									
GA	Vacuum all carpeting	D																									
GA	Empty all trash receptacles and recycle containers & replace bags/liners	D																									
GA	Clean and sanitize all drinking fountains (including in the garage)	D																									
GA	Clean and sanitize all stainless steel sinks	D																									
GA	Disinfect all counter tops	D																									
GA	Clean and sanitize all telephones and radio handsets	D																									
Lch/Trn	Sweep & wet mop all vinyl floor tile with germicide solution	D																									
Lch/Trn	Empty all trash receptacles and recycle containers & replace bags/liners	D																									
Lch/Trn	Clean and sanitize all drinking fountains	D																									
Lch/Trn	Clean/sanitize all counter tops & table tops	D																									
Lch/Trn	Clean and sanitize all telephones	D																									
Lch/Trn	Clean and sanitize all stainless steel sinks	D																									
RR	Clean all glass and mirrors	D																									
RR	Clean and fill all toilet paper and paper towel dispensers (and leave extra product at each location)	D																									
RR	Clean and fill all soap dispensers	D																									
RR	Clean and sanitize all chrome fixtures	D																									
RR	Empty all trash receptacles and recycle containers & replace bags/liners	D																									
RR	Sweep & wet mop all tile floors with germicide solution	D																									
RR	Clean and sanitize all porcelain fixtures	D																									
Wind	Clean all entry door glass (both sides)	D																									
GA	Spray buff all vinyl floor tile to high gloss	W																									
GA	Clean and sanitize all microwaves (inside & outside)	W																									
GA	Clean and sanitize all cabinet fronts	W																									
Lch/Trn	Spray buff all vinyl floor tile to high gloss	W																									
Lch/Trn	Clean and sanitize all microwaves (inside & outside)	W																									
Lch/Trn	Clean and sanitize all refrigerators	W																									
Lch/Trn	Clean and sanitize all cabinet fronts	W																									
RR	Clean and polish all doors and partitions	W																									
GA	Dust all furniture and horizontal surfaces	BW																									
GA	Clean and polish all visible desk surfaces	BW																									
GA	Spot clean all carpeting	M	1/Mo.																								
GA	Spot clean all walls	M	1/Mo.																								

Public Works Custodial Checklist

<p>GA - General Areas (offices, conference rooms, library, electric meter room, hallways, entryways, work areas)</p> <p>Wind - Windows</p> <p>RR - Restrooms</p> <p>Lch/Trn - Lunch & Training Rooms</p> <p>LR - Locker Rooms</p>			Month																							
			<p>D = Daily W = Weekly BW = Bi-Weekly M = Monthly BM = Bi-Monthly Q = Quarterly SA = Semi-Annual A = Annually</p>			Week 1			Week 2			Week 3			Week 4			Week 5								
			Area	TASK	FREQ	MON. Date	TUES. Date	WED. Date	THURS. Date	FRI. Date	MON. Date	TUES. Date	WED. Date	THURS. Date	FRI. Date	MON. Date	TUES. Date	WED. Date	THURS. Date	FRI. Date	MON. Date	TUES. Date	WED. Date	THURS. Date	FRI. Date	MON. Date
GA	Sweep/dust mop and wet mop all stairs & disinfect handrails	D																								
GA	Vacuum all carpeting	D																								
GA	Empty all trash receptacles and recycle containers & replace bags/liners	D																								
GA	Clean and sanitize all drinking fountains (including in the garage)	D																								
GA	Clean and sanitize all stainless steel sinks	D																								
GA	Disinfect all counter tops	D																								
GA	Clean and sanitize all telephones and radio handsets	D																								
Lch/Trn	Sweep & wet mop all vinyl floor tile with germicide solution	D																								
Lch/Trn	Empty all trash receptacles and recycle containers & replace bags/liners	D																								
Lch/Trn	Clean and sanitize all drinking fountains	D																								
Lch/Trn	Clean/sanitize all counter tops & table tops	D																								
Lch/Trn	Clean and sanitize all telephones	D																								
Lch/Trn	Clean and sanitize all stainless steel sinks	D																								
LR	Clean and sanitize all porcelain and stainless steel fixtures	D																								
LR	Clean all mirrors	D																								
LR	Clean and fill all toilet paper and paper towel dispensers (and leave extra product at each location)	D																								
LR	Clean and fill all soap dispensers	D																								
LR	Clean and sanitize all chrome fixtures	D																								
LR	Empty all trash receptacles	D																								
LR	Install plastic can liners in all trash receptacles	D																								
LR	Sweep & wet mop all floors with germicide solution	D																								
RR	Clean all glass and mirrors	D																								
RR	Clean and fill all toilet paper and paper towel dispensers (and leave extra product at each location)	D																								
RR	Clean and fill all soap dispensers	D																								
RR	Clean and sanitize all chrome fixtures	D																								
RR	Empty all trash receptacles and recycle containers & replace bags/liners	D																								
RR	Sweep & wet mop all tile floors with germicide solution	D																								
RR	Clean and sanitize all porcelain fixtures	D																								
Wind	Clean all entry door glass (both sides)	D																								
GA	Spray buff all vinyl floor tile to high gloss	W																								
GA	Clean and sanitize all microwaves (inside & outside)	W																								
GA	Clean and sanitize all cabinet fronts	W																								

Tri-Com Custodial Checklist

<p>GA - General Areas (offices, conference rooms, library, electric meter room, hallways, entryways, work areas) Wind - Windows RR - Restrooms Lch/Trn - Salas de almuerzo y entrenamiento (Lunch & Training Rooms) LR - Vestuarios (Locker Rooms)</p> <p>D = Daily W = Weekly BW = Bi-Weekly M = Monthly BM = Bi-Monthly Q = Quarterly SA = Semi-Annual A = Annually</p>			Month																											
			Week 1							Week 2							Week 3							Week 4				Week 5		
			Area	TASK	FREQ	MON. Date	TUES. Date	WED. Date	THURS. Date	FRI. Date	SAT. Date	SUN. Date	MON. Date	TUES. Date	WED. Date	THURS. Date	FRI. Date	SAT. Date	SUN. Date	MON. Date	TUES. Date	WED. Date	THURS. Date	FRI. Date	SAT. Date	SUN. Date	MON. Date	TUES. Date	WED. Date	
GA	Sweep/dust mop and wet mop all stairs & disinfect handrails	D																												
GA	Vacuum all carpeting	D																												
GA	Empty all trash receptacles and recycle containers & replace bags/liners	D																												
GA	Clean and sanitize all drinking fountains (including in the garage)	D																												
GA	Clean and sanitize all stainless steel sinks	D																												
GA	Disinfect all counter tops	D																												
GA	Clean and sanitize all telephones and radio handsets	D																												
Lch/Trn	Sweep & wet mop all vinyl floor tile with germicide solution	D																												
Lch/Trn	Empty all trash receptacles and recycle containers & replace bags/liners	D																												
Lch/Trn	Clean and sanitize all drinking fountains	D																												
Lch/Trn	Clean/sanitize all counter tops & table tops	D																												
Lch/Trn	Clean and sanitize all telephones	D																												
Lch/Trn	Clean and sanitize all stainless steel sinks	D																												
RR	Clean all glass and mirrors	D																												
RR	Clean and fill all toilet paper and paper towel dispensers (and leave extra product at each location)	D																												
RR	Clean and fill all soap dispensers	D																												
RR	Clean and sanitize all chrome fixtures	D																												
RR	Empty all trash receptacles and recycle containers & replace bags/liners	D																												
RR	Sweep & wet mop all tile floors with germicide solution	D																												
RR	Clean and sanitize all porcelain fixtures	D																												
Wind	Clean all entry door glass (both sides)	D																												
GA	Spray buff all vinyl floor tile to high gloss	W																												
GA	Clean and sanitize all microwaves (inside & outside)	W																												
GA	Clean and sanitize all cabinet fronts	W																												
Lch/Trn	Spray buff all vinyl floor tile to high gloss	W																												
Lch/Trn	Clean and sanitize all microwaves (inside & outside)	W																												
Lch/Trn	Clean and sanitize all refrigerators	W																												
Lch/Trn	Clean and sanitize all cabinet fronts	W																												
RR	Clean and polish all doors and partitions	W																												
GA	Dust all furniture and horizontal surfaces	BW																												
GA	Clean and polish all visible desk surfaces	BW																												
GA	Spot clean all carpeting	M	1/Mo.																											
GA	Spot clean all walls	M	1/Mo.																											
Lch/Trn	Spot clean all walls	M	1/Mo.																											
RR	Spot clean all walls	M	1/Mo.																											
Wind	Clean all interior glass (both sides)	M	1/Mo.																											
GA	Strip clean and polish all vinyl floor tile to high gloss	Q	Q (every 3 Mo.)																											
Lch/Trn	Strip clean and polish all vinyl floor tile to high gloss	Q	Q (every 3 Mo.)																											
RR	Strip and wax all vinyl floor tile	Q	Q (every 3 Mo.)																											
GA	Strip clean and polish all ceramic floor tile with a no-slip finish	SA	Twice/year																											
RR	Strip clean and polish all ceramic floor tile with a no-slip finish	SA	Twice/year																											

REFERENCES

City of Elmhurst

209 N. York St, Elmhurst, IL 60126

Phone: (630) 530-3019

Contact: Larry Paruszkiewicz

Job Description: Daily Cleaning of City Hall, PD, Public Works, Water Plant, Museum & Metra

Contract Period: June 2021-Present

Buildings Size: 120,000 sq. ft.

City of St. Charles

2 E. Main Street, St. Charles, IL 60174

Phone: (630) 443-3709

Contact: AJ Reineking

Job Description: Daily Cleaning of City Hall, Public Works, PD, Fire Station,

Contract Period: May 2022-Present

Buildings Size: 150,000 sq. ft.

Will County Office of the County Executive

302 N. Chicago Street Ave., Joliet, IL 60432

Phone: (815) 671-9512

Contact: Kathy Henderson

Job Description: Daily Cleaning of Offices, Facilities, Sheriff's Complex, Health Dept., Courthouse, Porter Services

Contract Period: December 2016- Present (extended/renewed)

Buildings Size: 600,000 sq. ft.

The Oaks Recreation and Fitness Center

10847 LaPorte Rd., Mokena, IL 60448

Phone: (708) 372-8867

Contact: Jim VanGennep

Job Description: Fitness Center, Offices & Facilities

Contract Period: March 2010-Present (extended/renewed)

Building Size: 80,000 sq. ft.

Contract Amount: \$75,000

II. COMPANY OVERVIEW

Our HR Department, Hiring Manager is responsible for recruiting process, which includes the interview stage and employees screening procedures. Among all required forms, we always insist on filing out Form I-9 to verify prospective candidate's legal status. At all times, without exception, we require at least 4 documents showing claimed legal status. Upon the satisfactory results from character screening, verification of previous employment and recommendation letters, the candidate is interviewed by our Hiring Manager.

In Eco-Clean Maintenance, Inc. we believe that personnel's attire stands for Company's good image. Therefore, our employees are required to wear Company's uniform: T-shirts with company's logo and the matching work pants. Also, the Identification Badge is attached to the uniform.

Israel Cortez will be assigned to your facilities as an Area Supervisor. He has been working for our company for over 6 years and has 10 years of experience. He will be engaged in monitoring service levels and staff performance as well as he will be also responsible for communication between the Client and the cleaning crew.

Our Company will not provide any cleaning staff at your facility without prior training. At least two weeks prior to the first day of the contract, each employee will be required to take training classes and pass the performance test. In Eco-Clean Maintenance, Inc. we believe that employees are the most important factor of Company's outstanding performance. Therefore, in order to meet with the Clients' requirements, proper, and professional training is mandatory. Our Clients can be assured that all our personnel is required to complete 2 weeks of extensive training program prior to being assigned to new task. The employees who will be actively engaged in the janitorial services at your facility are our highly trained and skilled staff members with average 5 years of experience who have performed satisfactorily on other contracts the company was awarded. Crew members who will be assigned to the facilities will be required to pass the ongoing training and education program to ensure compliance with state and federal training requirements. Therefore, our company will employ a mandatory training for all

Eco-Clean Maintenance, Inc.

Quality Control

Quality control is important because high quality service is the name of the game. Thus, it needs to be monitored at the highest level. The first step in quality control is training. Getting the staff properly trained is paramount to high quality work. Each staff member undergoes training and testing phase before going out into the field. Once they have successfully passed their written and field tests they are placed on crew, where they work under the supervision of a crew leader and field supervisor. Right off the bat, you know you are getting a trained and tested staff. Beyond that, there are frequent check-ups and professional development training that occur on an ongoing basis for the entirety of one's career at Eco Clean.

Once our staff is trained and out in the field, they need to understand the scope of the job. Therefore, communication is a key in the providing high quality service. The first line of communication is a clear outline of the duties. This is achieved by easy-to-read daily cleaning checklists for the staff to follow. This allows the staff to clearly see what needs to be done that day, as well as gives the crew chief/supervisor an easy method to monitor that the work is being completed properly. The staff will use the checklist to execute the cleaning, while the supervisor will use the same checklist to monitor that the work has been completed and the level of satisfaction of the work. These checklists and notes can also be reviewed by the customer if they are interested to see the progress of the day-to-day operation of the project. Furthermore, we are always available to receive feedback from our customers, whether it be via telephone or email. We pride ourselves on our responsiveness, as we know our success is based wholly on your satisfaction.

Now our trained staff and supervisors are armed with a clear plan of action to attack this project. What happens when the plan is not perfectly executed? If work is not completed, or is not completed to a satisfactory level, the supervisor will determine the course of action to remedy the situation. These courses of action range from altering the order of cleaning, to improving cleaning technique, to improving time management, etc. Here is where our crew chiefs/supervisors act as teachers/coaches and guide our staff towards the goal of providing the highest level of service possible.

Therefore our quality control plan is a three pronged attack: Training, communication and guidance/rectification.

V. Spot and Stain Removal

- A. The Basics
- B. Chemicals
- C. Permanent Damage
- D. Urine
- E. Other Specialized Spots

VI. Safety

- A. Chemical (Proper use of dilution of cleaning chemicals)
- B. IAQ/Indoor Environmental Quality
- C. Equipment
- D. Slip, Trip and Fall
- E. PPE
- F. MSDS
- G. Reporting
- H. Soil and Cleaning Theory

VII. Carpet Color and Dying

- A. Spot
- B. Full Room
- C. Side Match

VIII. Water Damage Restoration Basics

NOTE: After the training sessions are completed, a self assessment by the trainee is requested by the trainer, followed by a Trainer evaluation which determines the competencies of each new staff member. Trainee's that do not meet our required level of comprehension are NOT permitted to move on to "in field" training until our Training Coordinator feels that they are ready to do so.

- Are existing systems of work adequate to protect against the following:
 - Article or substance falling off or being ejected from the machine?
 - Overheating or fire?
 - Discharge of dust, gas, liquid, vapor or other substance?
 - Any high or low temperature parts of the machine?
 - Does the equipment capable of excessive heat?
 - Any other hazards?

• Are there suitable and appropriate means of isolating the equipment from its source of power

• Are they clearly identifiable and easily accessible?

4. Maintenance and Inspection

• Is maintenance of the equipment carried out

• If a maintenance log is required, is it up-to-date?

• Can maintenance be carried out without risk to health and safety?

• Is inspection of the equipment carried out and are sufficient records kept?

5. Safe Use

• Is the equipment only used in an appropriate environment?

• Adequate lighting?

• Adequate temperature?

• Adequate space around the machine to allow safe and easy access?

• Do the controls (eg. start/stop) operate in a safe manner?

• Are the controls clearly marked and visible?

• Are the emergency stop controls located at appropriate and accessible points which will bring the equipment to a complete stop in a safe manner?

• Will the emergency stop controls switch off all sources of energy after stopping?

6. Safety Signs and Warnings

• Where necessary, are there appropriate warning signs, eg. Noise warnings, restrictions on use, prohibited actions etc?

ECO-CLEAN MAINTENANCE, INC.

SUBSTANCE ABUSE PREVENTION POLICY

- 1) **ECO-CLEAN MAINTENANCE, INC.** is committed to protecting the safety, health, and well-being of its employees and all people who come into contact with its workplace(s) and property, and/or use its products and services.
- 2) Recognizing that drug and alcohol abuse pose a direct and significant threat to this goal, Eco-Clean Maintenance, Inc. is committed to ensuring a substance-free working environment for all of its employees
- 3) **ECO-CLEAN MAINTENANCE, INC.** therefore strictly prohibits the illicit use, possession, sale, conveyance, distribution, or manufacture of illegal drugs, intoxicants, or controlled substances in any amount or in any manner.
- 4) In addition, **ECO-CLEAN MAINTENANCE, INC.** strictly prohibits the abuse of alcohol or prescription drugs.
- 5) Any violation of this policy will result in adverse employment action up to and including dismissal and referral for criminal prosecution.

File Number

6647-166-7



To all to whom these Presents Shall Come, Greeting:

I, Alexi Giannoulis, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that

ECO-CLEAN MAINTENANCE INC., A DOMESTIC CORPORATION, INCORPORATED UNDER THE LAWS OF THIS STATE ON DECEMBER 12, 2008, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THIS STATE, AND AS OF THIS DATE, IS IN GOOD STANDING AS A DOMESTIC CORPORATION IN THE STATE OF ILLINOIS.



In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 15TH day of JUNE A.D. 2023 .

Authentication #: 2316603428 verifiable until 06/15/2024
 Authenticate at: <https://www.ilsos.gov>

Alexi Giannoulis
 SECRETARY OF STATE

Bond No. B 1301070

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That Eco Clean Maintenance, Inc.
515 Wrightwood Avenue Elmhurst, IL 60126 (hereinafter called the Principal)
as Principal, and the SELECTIVE INSURANCE COMPANY OF AMERICA, a corporation created and existing under
the laws of the State of New Jersey, with its principal office in Branchville, New Jersey (hereinafter called the Surety),
as Surety, are held and firmly bound unto City of Geneva
22 South 1st St. Geneva, IL 60134 (hereinafter called the Obligee)
in the full and just sum of 10 % Percent of Total Bid Amount Dollars
(\$ 10 %) good and lawful money of the United States of America, to the payments of which sum of
money well and truly to be made, the said Principal and Surety bind themselves, their and each of their heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this 29th day of January, 2024 A.D.

THE CONDITION OF THIS OBLIGATION IS SUCH, That, if the Obligee shall make any award within 60 days to
the Principal for
Janitorial Services

according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall duly make and
enter into a contract with the Obligee in accordance with the terms of said proposal or bid and award and shall give
bond for the faithful performance thereof with Surety or Sureties approved by the Obligee; or if the Principal shall,
in case of failure so to do, pay to the Obligee the damages which the Obligee may suffer by reason of such failure, not
exceeding the penalty of this bond, then this obligation shall be null and void; otherwise it shall be and remain in full
force and effect.

When this Bond has been furnished to comply with a statutory, regulatory or other legal requirement in the location where
the construction is to be performed, any provision in this Bond conflicting with said statutory, regulatory or legal
requirement shall be deemed deleted from this form and provisions conforming to such statutory, regulatory or other
legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory
bond and not as a common-law bond.

In Testimony Whereof, the Principal and Surety have caused these presents to be duly signed and sealed.

Eco Clean Maintenance, Inc.

WITNESS: _____, PRINCIPAL
By: *Shouky Gakad* (SEAL)
(If individual or firm)

ATTEST: _____
(If Corporation)

SELECTIVE INSURANCE COMPANY OF AMERICA, SURETY

By: *Colette Celaya*
Colette Celaya, Attorney-in-fact



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	FY27 Mosquito Abatement		
Presenter & Title:	Richard Babica, Director of Public Works		
Date:	April 6, 2026		
Please Check Appropriate Box:			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: QIS I			
Estimated Cost: \$56,444.00	Budgeted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
<p>The FY27 Budget provides \$60,000 within the General Fund to conduct Mosquito Abatement within the City. The current provider, Clarke Environmental has verified that the optional renewal rate offered in FY25 will be valid for FY27 and will include the following services; conducting an aerial survey to identify breeding sites, maintaining a customer service center to respond to nuisance issues and customer care, maintain traps to surveil adult population for disease vectors, larval control and adulticide applications if necessary. Clarke Environmental has conducted mosquito abatement for the city since 2015 and staff is confident in their ability to continue to provide this service. Also attached are copies of FAQ pages from the CDC, IDPH and Kane County Health Department with additional information. The mosquito abatement season historically ends on or about October 1 of each year.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution • Clarke Environmental Mosquito Management, Inc. • FAQ pages for CDC, IDPH and Kane County Health Department 			
Voting Requirements:			
<p><i>This motion requires a simple majority of affirmative votes for passage. (City Council Only)</i></p> <p><i>The Mayor may vote on three occasions: (a) when the vote of the alderpersons has resulted in a tie; (b) when one half of the alderpersons elected have voted in favor of an ordinance, resolution, or motion even though there is no tie vote; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.</i></p>			
Recommendation / Suggested Action: <i>(how the item should be listed on agenda)</i>			
<p>Recommend Approval of a Resolution Authorizing Execution of Service Agreement with Clarke Environmental Mosquito Management, Inc. of St. Charles, Illinois to conduct the FY27 Mosquito Abatement Program in the amount not to exceed \$56,444.00 annually.</p>			

RESOLUTION NO. 2026-

**RESOLUTION AUTHORIZING EXECUTION OF
A SERVICE AGREEMENT TO CONDUCT THE MOSQUITO ABATEMENT
PROGRAM FOR FY26**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Administrator is hereby authorized to execute, on behalf of the City of Geneva, a Service Agreement to complete the FY27 Mosquito Abatement Program for the City of Geneva, in the form attached hereto at Exhibit "A."

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this ____ day of _____, 2026

AYES: __ **NAYS:** __ **ABSENT:** __ **ABSTAINING:** __ **HOLDING OFFICE:** __

Approved by me this ____ day of _____, 2026.

Mayor

ATTEST:

City Clerk

Clarke Environmental Mosquito Management, Inc. 2024 Service Agreement | City of Geneva

Part I. General Service

- A. Aerial Survey and Geographic Information System (GIS) Mapping
- B. Computer System and Record Keeping Database
- C. Public Relations and Educational Brochures
- D. Mosquito Hotline Citizen Response – citizens may report nuisance mosquitos at www.clarkeportal.com/hotline or 800-942-2555
- E. Comprehensive Insurance Coverage naming the City of Geneva additionally insured
- F. Program Consulting and Quality Control Staff
- G. Monthly Operational Reports, Periodic Advisories, and Annual Report
- H. Regulatory compliance on local, state, and federal levels

Part II. Surveillance and Monitoring

- A. Floodwater Mosquito Migration Model:
The use of weather data and computer model to predict the arrival of *Aedes vexans* brood (hatch) and peak annoyance periods. (Clarke will contact the City of Geneva representative and inform him of the impending brood arrival.)
- B. Survey & Mapping
 - 1. Program provides for larval site survey map of potential mosquito breeding areas for the community.
- C. Arbovirus Surveillance:
 - 1. Gravid Trap: Operation of one (1) traps to collect *Culex* mosquitoes. Mosquitoes will be collected, identified to species, and pooled for disease assay. Samples will be tested at Clarke laboratories utilizing RAMP technology for West Nile Virus.
 - 2. Clarke New Jersey Light Trap Network: Operation of four (4) traps within the City of Geneva to monitor and evaluate adult mosquito activity.
 - 3. Clarke New Jersey Light Trap Network to monitor and evaluate adult mosquito activity.
- D. Weather Monitoring – Operational Forecasts

Clarke Environmental Mosquito Management, Inc. 2024 Service Agreement | City of Geneva

Part III. Larval Control

- A. Targeted Mosquito Management System (TMMS™) computer database and site management.
- B. Larval Site Monitoring:
 - 1. One (1) complete inspections of all sites as outlined by most recent Clarke GIS Survey.
 - 2. Three (3) targeted inspections of all breeding areas as determined by the Clarke Targeted Mosquito Management System™.
 - 3. Inspections of sites called in by residents on the Mosquito Hotline.
- C. Prescription Larval Control treatments will be performed with *Bacillus sphaericus*, *Bacillus thuringiensis israelensis* - Bti, methoprene, temephos, and/or Natular® (Spinosad) mosquito larvicide as described in the following sections.
 - 1. Helicopter Larval Control: Treatments using a single brood product of all acres for floodwater mosquito control.
 - 2. Catch Basins: One treatment of all catch basins, inlets and manholes using an extended residual slow release insecticide for up to 150 day control.

Part IV. Adult Control will be performed with Duet, Biomist, or other pyrethroid mosquito adulticide as described in the following sections.

- A. Adulticiding in mosquito harborage areas:
 - 1. Four (4) scheduled truck Ultra Low Volume (ULV) treatments using a pyrethroid insecticide for any community special events. (Swedish Days)
- B. Adulticiding in Residential Areas:
 - 1. Four (4) community-wide truck ULV treatments of all streets using Duet, Biomist®, or other pyrethroid insecticide.
- C. Adulticiding Operational Procedures
 - 1. Notification of community contact.
 - 2. Weather limit monitoring and compliance.
 - 3. Notification of residents on Clarke Call Notification List.
 - 4. ULV particle size evaluation.
 - 5. Insecticide dosage and quality control analysis.

Total 2024 Estimated Price

\$56,444.00

Clarke Environmental Mosquito Management, Inc. 2024 Service Agreement | City of Geneva

Agreement Payment Plan:

For Parts I, II, III and IV as specified in the 2024 Service Agreement, the total for 2024 program is \$56,444.00. Any additional treatments beyond the core program will be invoiced when the treatment is completed. City of Geneva has the option to extend this program for 2025 and 2026 at rates not to exceed the annual Cost of Living Allowance C.O.L.A.

PAYMENT PLAN

Month	2024
June 1	\$28,222.00
July 1	\$28,222.00
TOTAL	\$56,444.00

Approved Contract Period and Agreement:

Please check one of the following contract periods:

2024 thru 2026 Season

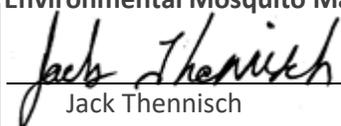
(New areas to be covered in 2025 - 2026 will be pro-rated to the program price at the rates in effect at the time.)

****NPDES Permit:** A National Pollutant Discharge Elimination System (NPDES) permit is necessary for the execution of the work for mosquito control effective October 31, 2011. Any additional costs associated with activities and/or services that may be required by Clarke in order to comply with an NPDES permit are not included in this proposal.

For City of Geneva:

Sign Name: _____ Title: _____ Date: _____

For Clarke Environmental Mosquito Management Inc.:

Name:  _____ Title: Control Consultant Date: 3/25/24
Jack Thennisch

Clarke Environmental Mosquito Management, Inc. 2024 Service Agreement | City of Geneva

Administrative Information (Please complete the information below to update your files):

Invoice Address:

Name: _____

Address: _____

City: _____ State: _____ Zip _____

Office Phone: _____ Fax: _____ P.O. # _____

E-Mail Address for Invoices: _____ County: _____

****In an effort to be sustainable, please provide an email address where invoices will be sent.**

Treatment Address (if different from above):

Address: _____

City: _____ State: _____ Zip _____

County: _____

Contact Details:

Name: _____ Title: _____

Office Phone: _____ Fax: _____ E-Mail: _____

Home Phone: _____ Cell: _____ Pager: _____

Alternate Contact Details:

Name: _____ Title: _____

Office Phone: _____ Fax: _____ E-Mail: _____

Home Phone: _____ Cell: _____ Pager: _____

Please sign and return a copy of the complete contract for our files to:

Clarke Environmental Mosquito Management, Inc., Attn: Jack Thennisch
675 Sidwell Ct. St Charles, IL 60174 or Fax at (630) 443-3070

From: [Jack Thennisch](#)
To: [Babica, Rich](#)
Subject: 2026 mosquito control program
Date: Wednesday, March 11, 2026 12:11:25 PM

CAUTION: This email originated from outside the City of Geneva. Exercise caution when opening attachments or on clicking links from unknown senders.

Hi Rich,

It was a pleasure speaking with you today.

As discussed, Clarke is honoring the agreement to hold the Cities mosquito control programs cost at the 2025 level for the 2026 season.

I look forward to working together this upcoming season. If you have any questions, please reach out at your convenience.

Best regards,

Jack

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

Babica, Rich

From: Jack Thennisch <JThennisch@clarke.com>
Sent: Monday, March 31, 2025 11:44 AM
To: Babica, Rich
Subject: RE: [EXT] City of Geneva Mosquito Abatement

CAUTION: This email originated from outside the City of Geneva. Exercise caution when opening attachments or on clicking links from unknown senders.

Hi Rich,

Thank you for reaching out, the communication piece will not affect our rates. We will be providing some guidance on wording in regarding the communication requirement prior to the start of the season.

The renewal thru 2026 is still acceptable.

I hope you are well !

Best,

Jack

Jack Thennisch
Control Consultant



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From: Babica, Rich <rbabica@geneva.il.us>
Sent: Friday, March 28, 2025 3:05 PM
To: Jack Thennisch <JThennisch@clarke.com>
Subject: [EXT] City of Geneva Mosquito Abatement

Jack,

Its getting to be about that time again for mosquito abatement.

As I understand, adulticide applications for health related issues are exempt for the notice requirement, although we are still going to issue notices through our Communications Coordinator.

Will that have any impacts on the contract renewal rates?

Last year you provided an option for renewal through 2026. Is this still acceptable?

Rich Babica

Director of Public Works
City of Geneva, Illinois
1800 South Street
Geneva, Illinois 60134
630.232.1501



West Nile Virus

Aerial Spraying

What You Need to Know About Aerial Spraying

Airplanes and helicopters can be used to treat very large areas with [larvicides](#) or [adulticides](#) to kill mosquito larvae or adult mosquitoes. This process is called aerial spraying. Aerial spraying is used to:

- Control and reduce the number of mosquitoes that can spread viruses. This can reduce your chances of getting sick.
- Control and reduce the number of nuisance mosquitoes that bother people but do not spread viruses.

Mosquito control districts or local government departments track both nuisance mosquitoes and mosquitoes that can spread viruses. When large numbers of nuisance or infected mosquitoes are found or when people in a large area are getting sick, airplanes and helicopters can treat very large areas with insecticides safely, quickly, and efficiently.

What does insecticide spraying do?

Airplanes and helicopters spray products that quickly kill either adult mosquitoes or mosquito larvae to reduce the number of mosquitoes in an area.

- Spraying larvicides kills mosquito larvae that hatch from eggs.
- Spraying adulticides quickly kills flying mosquitoes.
- Both larvicides and adulticides temporarily reduce the number of mosquitoes in an area, but do not permanently get rid of them.

How does aerial spraying work?

- Aerial spraying uses very low volumes of either adulticide or larvicide in areas where mosquitoes are present.
- Aerial spraying of larvicides can occur at any time. Aerial spraying of adulticides occurs when mosquitoes are most active and when pollinating insects are not active.
- Aerial spraying is more effective and faster than truck-mounted or handheld sprayers in treating large areas of land.

How will I know aerial spraying is going to take place?

The dates and times of aerial sprayings are typically announced in the local newspaper, on district websites and social media, through public service announcements, by telephone, or through door-to-door campaigns.

Do I need to leave the area during aerial spraying?

No. You do not need to leave an area during aerial spraying. When applied by a licensed vector control professional who follows label instructions, aerial spraying poses minimal risk to people, pets, animals, and the environment.

Because aerial spraying uses very low volumes of either adulticide or larvicide, you aren't likely to breathe or touch anything that has enough insecticide on it to harm you. There is a possibility that spraying larvicides, like Bti, or adulticides can cause eye irritation if a person is outside when spraying takes place.

Information on insecticides and health

- The Environmental Protection Agency oversees the registration of insecticides.
- The [National Pesticide Information Center \(NPIC\)](#) [🔗](#) provides information online or through a toll-free number, 1-800-858-7378.

- When aerial spraying is done correctly, it does not cause asthma attacks.
- When applied according to label instructions, EPA-registered insecticides do not pose a risk to human health or the environment.
- If people prefer to stay inside when spraying takes place they can, but it is not necessary.

Page last reviewed: September 24, 2020

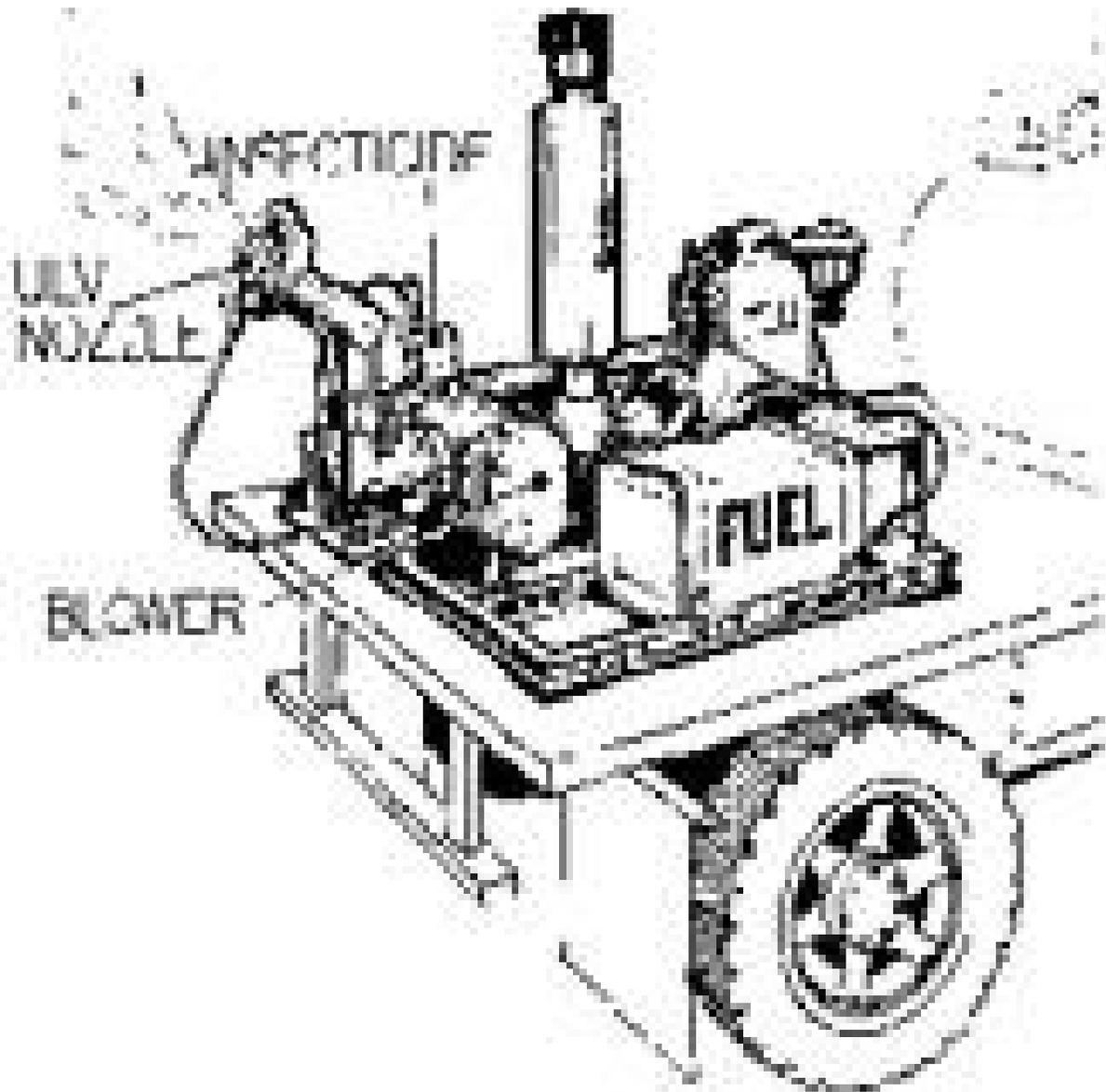
FAQs: Spraying for Adult Mosquitoes

How are adult mosquitoes controlled?

Mosquito control agencies use truck-mounted fogging units to apply insecticides as an ultra-low-volume (ULV) spray. ULV spray units dispense very fine aerosol droplets (fog) that stay aloft and kill mosquitoes on contact. The amount of insecticide sprayed by ULV units is small compared to the area treated, usually about 3 to 5 ounces per acre, which minimizes exposure and risks to people and the environment. Some communities have thermal foggers that use an oil carrier that is heated to disperse the pesticide in a dense smoke-like fog.

What agency conducts mosquito control in my town?

With a few exceptions, where mosquito control is conducted, it is locally funded and carried out by village or city governments. Some communities are part of a local government agency called a mosquito abatement district that receives local property taxes to conduct mosquito control operations.



Ultra-low-volume fogging unit

Why is the local government fogging for mosquitoes in my community?

Some communities decide to fog because of the nuisance caused by hoards of biting mosquitoes. In some situations, officials may decide to fog because testing of mosquitoes and wild birds may have shown that mosquito-borne West Nile virus or St. Louis encephalitis virus is present in the community. Contact your local government or mosquito control agency to determine why that agency has decided to fog for mosquitoes.

Why do they fog for mosquitoes when I am out taking my evening walk?

The best time to kill adult mosquitoes by fogging is at dusk, when they are most active and looking for food (mosquitoes feed on human or animal blood). The aerosol fog primarily targets flying mosquitoes, which is why the timing of the spray is critical.

Will local officials notify me before fogging?

There is no law in Illinois that requires local governments to notify citizens before fogging for mosquitoes. However, many mosquito control agencies will notify individuals who request notification before fogging begins. Contact your local government office or mosquito control agency if you wish to be notified.

What insecticides are used to fog for mosquitoes?

The most commonly used products are synthetic pyrethroid insecticides (such as Scourge[®] and Anvil[®]), pyrethrins and malathion. All insecticides used for mosquito control in Illinois must be registered with the U.S. Environmental Protection Agency (USEPA) and the Illinois Department of Agriculture (IDA). You can find fact sheets about some insecticides commonly used to kill mosquitoes on the USEPA web site,

<<http://www.epa.gov/opp00001/factsheets/skeeters.htm>>.

How long does the fog kill mosquitoes?

During the fogging, flying mosquitoes within the treated area are killed. Although the local mosquito population is reduced for a few days, fogging does not prevent mosquitoes from re-entering the area.

If the city has been fogged for mosquitoes, are all mosquitoes in my area eliminated?

Fogging will kill only part of the mosquitoes in your area for a few days. Consequently, individuals should always use personal protection when mosquitoes are present:

- When possible, avoid places and times when mosquitoes bite.
- Wear light-colored protective clothing. Tightly woven materials that cover arms and legs provide some protection from mosquito bites. Keep trouser legs tucked into boots or socks, and collars buttoned.

- Make sure door and window screens fit tightly and all holes are repaired.
- Use mosquito netting when sleeping outdoors or in an unscreened structure, and to⁶⁶ protect small babies any time they are outside.
- If participating in outdoor activities when mosquitoes are biting, wear protective clothing (shoes, socks, shirt and long pants). For additional protection from mosquitoes, use an insect repellent. The more DEET a product contains, the longer the repellent can protect against mosquito bites. However, concentrations higher than 50 percent do not increase the length of protection. For most situations, 10 percent to 25 percent DEET is adequate. Apply repellents to clothes whenever possible; apply sparingly to exposed skin if label permits. Consult a physician before using repellents on young children.

Are the insecticides used for fogging safe?

The USEPA reviews and approves insecticides (and other pesticides) and their labeling to ensure those used to protect public health are applied by methods that minimize the risk of human exposure and adverse health and environmental effects. Generally, there is no need to relocate during mosquito control fogging. The insecticides have been evaluated for this use and have been found to pose minimal risk to human health and the environment when used according to label directions. For example, USEPA has estimated the exposure and risks to both adults and children posed by ULV aerial and ground applications of the insecticides malathion and naled.

For all the scenarios considered, exposures ranged from 100 to 10,000 times below the amount of pesticide that might pose a health concern. These estimates assumed several spraying events over a period of weeks and also assumed that a toddler would ingest some soil and grass in addition to dermal exposure. Other mosquito control insecticides pose similarly low risks. Nevertheless, because insecticides are inherently toxic, no pesticide is absolutely risk free. The likelihood of experiencing adverse health effects as a result of exposure to any pesticide depends primarily on the amount of pesticide that a person contacts and the amount of time the person is in contact with that pesticide. In addition, a person's age, sex, genetic makeup, lifestyle and/or general health characteristics can affect his or her likelihood of experiencing adverse health effects as a result of exposure to insecticides. Although mosquito control insecticides pose low risks, some people may prefer to minimize or to avoid exposure to these chemicals. Here are some common sense steps to help reduce possible exposure to insecticides:

- Listen and watch for announcements in the local media about fogging for mosquitoes and remain indoors during the application in your neighborhood.
- If possible, remain inside whenever fogging takes place.
- People who suffer from chemical sensitivities or feel fogging could aggravate a preexisting health condition should consult their doctor or local health department and take special measures to avoid exposure.

- Close windows and doors and turn off your air conditioning (or set it to circulate indoor air) when fogging is taking place in the immediate area.

- Do not let children play near or behind truck-mounted applicators when they are in use. To ensure the fogging trucks have left the area, keep children inside during fogging and for about one hour after fogging.
- Bring pets inside and cover ornamental fish ponds to avoid direct exposure.
- Consult your doctor if you think you are experiencing health effects from the fogging.
- More information about spraying for adult mosquitoes may be found on the USEPA's Web site: <<http://www.epa.gov/pesticides/citizens/pmcfcs.pdf>>.

Do I need to wash home-grown fruits and vegetables after the mosquito fogging?

The amount of insecticide used to fog for adult mosquitoes is much smaller than that used to spray fruit and vegetable insect pests. However, it is always a good idea to wash fruits and vegetables before eating them to remove soil and other contaminants.

What should I do if I have medical questions about insecticides?

- If you suspect that you are reacting to an insecticide, call your physician or local poison control center. The Illinois Poison Center emergency telephone number is **1-800-222-1222**; 312-906-6185 (TTY/TDD).
- Additional information about the active ingredients in insecticides may be obtained from the National Pesticide Information Center (NPIC) at 1-800-858-7378 from 8:30 a.m. to 6:30 p.m. (Central time) seven days a week, excluding holidays; or visit NPIC's Web site at <<http://npic.orst.edu/>>.

Will the fogging kill birds or other large animals?

During the pesticide registration process, USEPA considers the effect of insecticides on wildlife. If the insecticide is applied according to label directions, wildlife should not be killed or injured with the exception of insects similar in size to mosquitoes. If you have any concerns about this issue after they have sprayed in your area, contact IDA.

Are individuals who do mosquito control required to be licensed?

Yes, all individuals who use insecticides to control mosquitoes are required to be licensed by IDA. There are two exceptions: homeowners who fog for mosquitoes on their own residential property

and individuals who use certain insecticides to treat tires for mosquitoes at tire shops, tire recycling sites and similar businesses. For information about mosquito control licensing, call IDA at 217-785-2427.

Can I fog my backyard for mosquitoes?

If you choose to fog your yard for mosquitoes, be sure to use only insecticides labeled for control of adult mosquitoes. Be sure to follow the label directions exactly. However, spraying your backyard with an insecticidal fog or mist is effective only for a short time. If the insecticide label permits, spraying dense vegetation like that found along the edge of a woods where mosquitoes rest will last somewhat longer. Mosquitoes will return when the effect of the spray has ended.

Can I treat a depression that floods in my backyard for mosquitoes?

If the depression floods for 10 or more days, it can produce mosquitoes. However, use ONLY insecticides that are labeled for treating water for mosquitoes. Small impoundments of water can be treated for mosquito larvae with "Bti," a bacterial insecticide. One product that is available at many hardware stores for this purpose is doughnut-shaped Bti briquets (Mosquito Dunks[®]). Be sure to follow the insecticide label directions exactly.

Can communities use other methods to control mosquitoes besides fogging?

Yes, some communities conduct community-wide mosquito abatement programs. Whenever possible, the primary effort of such programs should be identification of mosquito-breeding sites, followed by removal or treatment of these sites with an insecticide used for control of mosquito larvae (the immature form of a mosquito). Also, homeowners should remove old tires and other unused water-holding containers, change the water in birdbaths, and drain wading pools weekly. Insect light electrocutors ("bug zappers") or sound devices do little to reduce biting mosquitoes in an area. Installing bird or bat houses to attract these insect-eating animals has been suggested as a method of mosquito control. However, there is little scientific evidence that this significantly reduces the mosquito population around homes. More information about mosquito control methods may be found at <<http://www.epa.gov/pesticides/citizens/mosquitojoint.htm>>.

Where can I get more information on West Nile virus?

Call your local health department or the Illinois Department of Public Health at the telephone numbers listed below, or visit the [Department's Web site](#), and the U.S. Centers for Disease Control and Prevention's West Nile virus Web site: <http://www.cdc.gov/ncidod/dvbid/westnile/index.htm>



Select Language ▼

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DISEASE EMERGENCY PREP ENVIRONMENTAL HEALTH PROMOTION RESOURCES PRESS RELEASES

West Nile Virus Information

[West Nile Virus Statistics for Kane County](#)

To report dead birds, contact Kane County Health Department at: 630-444-3040.

Dead birds are picked up Monday thru Friday, 8:30 a.m. to 4:30 p.m.

Contact your local City/Village/Township Administrator to learn more about your local Mosquito Abatement Program.

Most common birds to carry West Nile virus:

CROWS

Adult crows are about 17 to 21 inches in length, while juvenile crows are about 10 inches in length, or about the length of a person's forearm. Juvenile crows have brownish-black feathers. Crows are all black, including feathers, beak, legs and feet. The crow's nostrils are covered with bristles.

BLUE JAYS

Blue jays are 10 inches long and have a black sturdy bill and blue crest. They have a black eyeline and breastband and a greyish-white throat and underparts. The wings are bright blue with black bars and white patches. Blue jays have a long blue tail with black bars and white corners. Their legs are dark.

Help prevent breeding mosquitoes that carry West Nile & Zika

- ✓ Don't let standing water collect on your property!
- ✓ Check turned up garbage can lids, grill covers, and children's toys.
- ✓ Empty, clean & refill birdbaths & wading pools frequently.



Links & Resources

[Are you prepared? What you need to know about West Nile virus](#)

[West Nile Fact Sheet IDPH](#)

[West Nile Fact Sheet CDC](#)

[West Nile Poster from IDPH - English](#)

[West Nile Poster from IDPH - Spanish](#)

[Illinois Department of Health Website West Nile Page](#)

[Centers for Disease Control \(CDC\) West Nile Page](#)

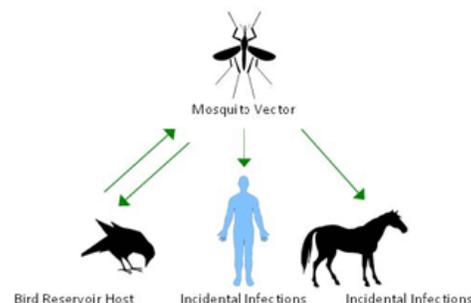
El virus del Nilo Occidental:

- [Prevención y control](#)
- [Síntomas y tratamiento](#)

FAQ

What Is West Nile?

West Nile virus is an arthropod-borne virus (arbovirus) most commonly spread by infected culex mosquitoes. West Nile virus can cause febrile illness, encephalitis (inflammation of the brain) or meningitis (inflammation of the lining of the brain and spinal cord). West Nile virus transmission has been documented in Europe and the Middle East, Africa, India, parts of Asia, and Australia. It was first detected in North America in 1999, and has since spread across the continental United States and Canada.



birds. Infected mosquitoes can then spread the virus to humans and other animals. In a very small number of cases, West Nile virus has been spread through blood transfusions, organ transplants, and from mother to baby during pregnancy, delivery, or breastfeeding.

Who is at risk for infection with West Nile virus?

Anyone living in an area where West Nile virus is present in mosquitoes can get infected. West Nile virus has been detected in all lower 48 states (not in Hawaii or Alaska). Outbreaks have been occurring every summer since 1999. The risk of infection is highest for people who work outside or participate in outdoor activities because of greater exposure to mosquitoes.

Is there a vaccine available to protect people from West Nile virus?

No. Currently there is no West Nile virus vaccine available for people. Many scientists are working on this issue, and there is hope that a vaccine will become available in the future.

How soon do people get sick after getting bitten by an infected mosquito?

The incubation period is usually 2 to 6 days but ranges from 2 to 14 days. This period can be longer in people with certain medical conditions that affect the immune system.

What are the symptoms of West Nile virus disease?

- **No symptoms in most people.** Most people (70-80%) who become infected with West Nile virus do not develop any symptoms.
- **Febrile illness in some people.** About 1 in 5 people who are infected will develop a fever with other symptoms such as headache, body aches, joint pains, vomiting, diarrhea, or rash. Most people with this type of West Nile virus disease recover completely, but fatigue and weakness can last for weeks or months.
- **Severe symptoms in a few people.** Less than 1% of people who are infected will develop a serious neurologic illness such as encephalitis or meningitis (inflammation of the brain or surrounding tissues). The symptoms of neurologic illness can include headache, high fever, neck stiffness, disorientation, coma, tremors, seizures, or paralysis. Recovery from severe disease may take several weeks or months. Some of the neurologic effects may be permanent. About 10 percent of people who develop neurologic infection due to West Nile virus will die.

Who is at risk for serious illness if infected with West Nile virus?

People with certain medical conditions, such as cancer, diabetes, hypertension and kidney disease are also at greater risk for serious illness. What should I do if I think a family member might have West Nile virus disease? Consult a healthcare provider for evaluation and diagnosis.

How is West Nile virus disease diagnosed?

Diagnosis is based on a combination of clinical signs and symptoms and specialized laboratory tests of blood or spinal fluid. These tests typically detect antibodies that the immune system makes against the viral infection.

What is the treatment for West Nile virus disease?

There are no medications to treat or vaccines to prevent West Nile virus infection. Over-the-counter pain relievers can be used to reduce fever and relieve some symptoms. People with milder symptoms typically recover on their own, although some symptoms may last for several weeks. In more severe cases, patients often need to be hospitalized to receive supportive treatment, such as intravenous fluids, pain medication, and nursing care.

When do most cases of West Nile virus disease occur?

Most people are infected from June through September.

How can people reduce the chance of getting infected?

The most effective way to avoid West Nile virus disease is to prevent mosquito bites:

- Use insect repellents when you go outdoors. Repellents containing DEET, picaridin, IR3535, and some oil of lemon eucalyptus and para-menthane-diol products provide longer-lasting protection.
- Wear long sleeves and pants from dusk through dawn when many mosquitoes are most active.
- Install or repair screens on windows and doors. If you have it, use your air conditioning.
- Help reduce the number of mosquitoes around your home. Empty standing water from containers such as flowerpots, gutters, buckets, pool covers, pet water dishes, discarded tires, and birdbaths.

 **COVID-19 UPDATES**

 General Information

 Vaccine Information

 Vaccination Appointments



© Kane County, Illinois Government Website

Aurora, IL 60506

Elgin, IL 60123

24-hour phone
630-208-3801

24-hour phone
630-208-3801

Non-emergency calls received after working hours
will be answered the next business day.

Contact
Employment
Services A-Z
FOIA
Kane County Government



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Resolution Approving the Capital and Digital Budget Service Subscription Agreement with ClearGov		
Presenter & Title:	Jennifer Milewski, Finance Director		
Date:	March 16, 2026		
Please Check Appropriate Box:			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: IE-I			
Estimated Cost: \$30,430	Budgeted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
<p>This resolution authorizes renewal of the subscription agreement with ClearGov for continued use of the Digital Budget Book and Capital Budget modules. The original agreement, executed in 2023, was within the City Administrator's purchasing authority and did not require City Council approval. Continued use of the platform has enhanced the presentation and usability of the City's operating budget and Capital Improvement Plan. The proposed renewal continues these services under updated terms and pricing; however, the cumulative contract value now exceeds the City Administrator's authorization threshold, requiring City Council approval. Approval will ensure uninterrupted service, consistent budget communication, and continued support for financial transparency and long-term capital planning.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution Approving the City of Geneva Subscription Agreement with ClearGov • ClearGov Service Order 			
Voting Requirements:			
<p><i>This motion requires a simple majority of affirmative votes for passage. (Mayor and City Council)</i></p> <p><i>The Mayor may vote on three occasions: (a) when the vote of the alderpersons has resulted in a tie; (b) when one half of the alderpersons elected have voted in favor of an ordinance, resolution, or motion even though there is no tie vote; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.</i></p>			
Recommendation / Suggested Action: <i>(how the item should be listed on agenda)</i>			
<p>Recommend approval of a Resolution authorizing the City Administrator to execute the Capital and Digital Budget Subscription Service Agreement with ClearGov in the amount of \$30,430.</p>			

RESOLUTION NO. 2026-XX

RESOLUTION APPROVING THE CITY OF GENEVA CAPITAL AND DIGITAL BUDGET SERVICES AGREEMENT WITH CLEARGOV

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Administrator are hereby authorized to execute, on behalf of the City of Geneva, the City of Geneva Capital and Digital Budget Services Agreement, attached hereto and made a part hereof by reference with ClearGov, is hereby approved.

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this 6th day of April, 2026.

AYES: __ NAYS: __ ABSENT: __ ABSTAINING: __ HOLDING OFFICE: __

Approved by me this 6th day of April, 2026.

Mayor

ATTEST:

City Clerk

Created by	Michael Lanza
Contact Phone	(617) 816-7726
Contact Email	mlanza@cleargov.com

Order Date	Jan 13, 2026
Order valid if signed by	Apr 10, 2026

Customer Information					
Customer	City of Geneva	Contact	Jennifer Milewski	Billing Contact	Heather Collins
Address	22 S. First St.	Title	Finance Director	Title	Accounting Supervisor
City, St, Zip	Geneva, IL 60134	Email	jmilewski@geneva.il.us	Email	hcollins@geneva.il.us
Phone	(630) 232-1494			PO # (if any)	

The Services you will receive and the Fees for those Services are...		
Customer Annual Budgeted Expenditures - All Funds Total		\$138,644,390
Subscription Services		Tier / Rate Service Fees
ClearGov Base Platform - Civic Edition	Tier 4A	\$ 3,450.00
ClearGov Capital Budgeting - Civic Edition	Tier 4A	\$ 19,050.00
ClearGov Digital Budget Book - Civic Edition	Tier 4A	\$ 13,100.00
Bundle Discount: Base Platform (10%)	Tier 4A	\$ (345.00)
Bundle Discount: Modules (15%)	Tier 4A	\$ (4,825.00)
Total ClearGov Subscription Service Fee - Billed ANNUALLY IN ADVANCE		\$ 30,430.00

ClearGov will provide your Services according to this schedule...			
Period	Start Date	End Date	Description
Initial	May 1, 2026	Apr 30, 2029	ClearGov Subscription Services

To be clear, you will be billed as follows...		
Billing Date(s)	Amount(s)	Notes
May 1, 2026	\$30,430.00	Annual Subscription Fee
May 1, 2027	\$31,342.90	Annual Subscription Fee
May 1, 2028	\$32,283.19	Annual Subscription Fee
Additional subscription years and/or renewals will be billed annually in accordance with pricing and terms set forth herein.		
Billing Terms and Conditions		
Valid Until	Apr 10, 2026	Pricing set forth herein is valid only if ClearGov Service Order is executed on or before this date.
Payment	Net 30	All invoices are due Net 30 days from the date of invoice.
Initial Period Rate Increase	3% per annum	During the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.
Rate Increase	6% per annum	After the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.

General Terms & Conditions

Original Service Order	As of May 1, 2026, this ClearGov Service Order supersedes the ClearGov Service Order with an Order Date of Dec 13, 2022, (the "Original Service Order"). The Original Service Order shall be null and void as of May 1, 2026.
Statement of Work	ClearGov and Customer mutually agree to the ClearGov Service activation and onboarding process set forth in the attached Statement of Work. Please note that ClearGov will not activate and/or implement services for any Customer with outstanding balance past due over 90 days for any previous subscription services.
Taxes	The Service Fees and Billing amounts set forth above in this ClearGov Service Order DO NOT include applicable taxes. In accordance with the laws of the applicable state, in the event that sales, use or other taxes apply to this transaction, ClearGov shall include such taxes on applicable invoices and Customer is solely responsible for such taxes, unless documentation is provided to ClearGov demonstrating Customer's exemption from such taxes.
Term & Termination	Subject to the termination rights and obligations set forth in the ClearGov BCM Service Agreement, this ClearGov Service Order commences upon the Order Date set forth herein and shall continue until the completion of the Service Period(s) for the Service (s) set forth herein. Each Service shall commence upon the Start Date set forth herein and shall continue until the completion of the applicable Service Period. To be clear, Customer shall have the option to Terminate this Service Order on an annual basis by providing notice at least sixty (60) days prior to the end of the then current Annual Term.
Auto-Renewal	After the Initial Period, the Service Period for any ClearGov Annual Subscription Services shall automatically renew for successive annual periods (each an " Annual Term "), unless either Party provides written notice of its desire not to renew at least sixty (60) days prior to the end of the then current Annual Term.
Agreement	The signature herein affirms your commitment to pay for the Service(s) ordered in accordance with the terms set forth in this ClearGov Service Order and also acknowledges that you have read and agree to the terms and conditions set forth in the ClearGov BCM Service Agreement found at the following URL: http://www.ClearGov.com/terms-and-conditions . This Service Order incorporates by reference the terms of such ClearGov BCM Service Agreement.

Customer	
Signature	
Name	
Title	

ClearGov, Inc.	
Signature	
Name	Bryan A. Burdick
Title	President

Please e-mail signed Service Order to Orders@ClearGov.com or Fax to (774) 759-3045

Order Type (ClearGov Internal Use Only)			
Select Order Type for this Service Order	RI	If XS: Original Service Order Date	

Statement of Work

This Statement of Work outlines the roles and responsibilities by both ClearGov and Customer required for the activation and onboarding of the ClearGov Service. ClearGov will begin this onboarding process upon execution of this Service Order. All onboarding services and communications will be provided through remote methods - email, phone, and web conferencing.

ClearGov Responsibilities

- ClearGov will activate ClearGov Service subscription(s) as of the applicable Start Date(s). ClearGov will create the initial Admin User account, and the Customer Admin User will be responsible for creating additional User accounts.
- ClearGov will assign an Implementation Manager (IM) responsible for managing the activation and onboarding process. ClearGov IM will coordinate with other ClearGov resources, as necessary.
- ClearGov IM will provide a Kickoff Call scheduling link to the Customer's Primary Contact. Customer should schedule Kickoff Call within two weeks after the Service Order has been executed.
- If Customer is subscribing to any products that require data onboarding:
 - ClearGov IM will provide a Data Discovery Call scheduling link to the Customer's Primary Contact. Customer should schedule Data Discovery Call based on the availability of Customer's staff.
 - ClearGov will provide Customer with financial data requirements and instructions, based on the ClearGov Service subscription(s).
 - ClearGov will review financial data files and confirm that data is complete, or request additional information, if necessary. Once complete financial data files have been received, ClearGov will format the data, upload it to the ClearGov platform and complete an initial mapping of the data.
 - After initial mapping, ClearGov will schedule a Data Review call with a ClearGov Data Onboarding Consultant (DOC), who will present how the data was mapped, ask for feedback, and address open questions. Depending upon Customer feedback and the complexity of data mapping requests, there may be additional follow-up calls or emails required to complete the data onboarding process.
- ClearGov will inform Customer of all training, learning, and support options. ClearGov recommends all Users attend ClearGov Academy training sessions and/or read Support Center articles before using the ClearGov Service to ensure a quick ramp and success. As needed, ClearGov will design and deliver customized remote training and configuration workshops for Admins and one for End Users - via video conference - and these sessions will be recorded for future reference.
- ClearGov will make commercially reasonable efforts to complete the onboarding/activation process in a timely fashion, provided Customer submits financial data files and responds to review and approval requests by ClearGov in a similarly timely fashion. Any delay by Customer in meeting these deliverable requirements may result in a delayed data onboarding process. Any such delay shall not affect or change the Service Period(s) as set forth in the applicable Service Order.

Customer Responsibilities

- Customer's Primary Contact will coordinate the necessary personnel to attend the Kickoff and Data Discovery Calls within two weeks after the Service Order has been executed. If Customer needs to change the date/time of either of these calls, the Primary Contact will notify the ClearGov IM at least one business day in advance.
- If Customer is subscribing to any products that require data onboarding:
 - Customer will provide a complete set of requested financial data files (revenue, expense, chart of accounts, etc.) to ClearGov in accordance with the requirements provided by ClearGov.
 - Customer's Primary Contact will coordinate the necessary personnel to attend the Data Discovery and Data Review calls. It is recommended that all stakeholders with input on how data should be mapped should attend. Based on these calls and any subsequent internal review, Customer shall provide a detailed list of data mapping requirements and requested changes to data mapping drafts in a timely manner, and Customer will approve the final data mapping, once completed to Customer's satisfaction.
- Customer will complete recommended on-demand training modules in advance of customized training & configuration workshops.
- Customer shall be solely responsible for importing and/or inputting applicable text narrative, custom graphics, performance metrics, capital requests, personnel data, and other such information for capital budget, personnel budget, budget books, projects, dashboards, etc.