



LAKE COUNTY FOREST PRESERVES  
www.LCFPD.org

Preservation, Restoration, Education and Recreation

**DATE:** August 26, 2019

**MEMO TO:** Jessica Vealitzek, Chair  
Operations Committee

Terry Wilke, Chair  
Finance Committee

**FROM:** James L. Anderson  
Director of Natural Resources

**RECOMMENDATION:** Recommend approval of a Resolution Approving a Five-Year Cooperative Service Agreement for Deer Management and Integrated Wildlife Damage Management with the U.S. Department of Agriculture-Animal and Plant Health Inspection Service-Wildlife Services (USDA) in a Contract Price not to exceed \$90,000 annually.

**STRATEGIC DIRECTIONS SUPPORTED:** Conservation; Organizational Sustainability

**FINANCIAL DATA:** This program was approved as part of the adopted FY2018/19 Land Development Levy Fund Budget for Consultants, in an amount of \$75,000. (27644000-701500) and the Farm Management Fund in the amount of \$15,000. (28644000-62802).

**BACKGROUND:** This resolution is required for the District to enter into an agreement to conduct deer population management and integrated wildlife damage management at District preserves using USDA wildlife biologists. The purpose of this Cooperative Service Agreement is to reimburse costs, not to exceed \$90,000 per year (\$75,000 deer management portion and \$15,000 animal damage management portion), expended by USDA while assisting the District to implement its deer management program and animal damage management program during fiscal years 2020 through 2024.

The Board first approved using USDA wildlife biologists to conduct deer removals and nuisance wildlife management on District property in 2002. The District staff has been very satisfied with the USDA, which has consistently provided professional service using trained and degreed wildlife biologists, resulting in a highly efficient, effective and safe program.

The District's deer management program, which began in 1989, is an essential part of achieving the District's mission. As a result of the program, and other natural resource management programs, the overall quality of plant communities at many preserves has improved.

Native wildlife resources, including white-tailed deer, contribute significantly to the value of the environment and deer are an important component on the landscape. However, overabundant white-tailed deer are a significant threat to local biodiversity and ecosystem health in Lake County. Without any natural predators or other limiting factors on the deer population in Lake County, continuation of a deer management program is vital in maintaining ecosystem balance.

The District's animal damage management program is also an essential part of achieving the District's mission. Wildlife resources contribute significantly to the value of the environment in urban/suburban areas. However, the potential for conflict with wildlife increases as human populations grow and more land is developed for human use. Staff recommends that, as a public land owner, the District continue to manage problem animals and wildlife populations where their behaviors result in damage to natural resources, damage to public and private property, and/or become health and safety hazards to people.

**REVIEW BY OTHERS:** Chief Operations Officer, Director of Finance, Purchasing Manager, Corporate Counsel



**LAKE COUNTY FOREST PRESERVE DISTRICT  
LAKE COUNTY, ILLINOIS**

**A RESOLUTION APPROVING A  
COOPERATIVE SERVICE AGREEMENT FOR DEER MANAGEMENT AND  
INTEGRATED WILDLIFE DAMAGE MANAGEMENT WITH THE  
U.S. DEPARTMENT OF AGRICULTURE**

**WHEREAS**, the Lake County Forest Preserve District (the “District”) desires to purchase deer management and removal services and wildlife damage management services (the “Services”); and

**WHEREAS**, the Director of Natural Resources and the Purchasing Manager have determined that the Services require personal confidence; and

**WHEREAS**, pursuant to Article VII, Section 10 of the Illinois Constitution, the District may contract with U.S. government agencies to obtain or share services; and

**WHEREAS**, the Purchasing Manager has solicited a proposal from the U.S. Department of Agriculture-Animal and Plant Health Inspection Service-Wildlife Services (the “USDA”) for the Services (the “Proposal”); and

**WHEREAS**, the Purchasing Manager; the Director of Natural Resources, and the Operations Committee and the Finance Committee have reviewed the Proposal and recommend that the Board of Commissioners (i) find that the Proposal submitted by the USDA be determined to be the proposal that is most advantageous to the District; and (ii) award a five-year contract for the Services (the “Contract”) to the USDA in a contract price not to exceed \$90,000 annually (the “Contract Price”); and

**WHEREAS**, the Board of Commissioners hereby finds that the Proposal for the Services submitted by the USDA (the “Agreement”) is the proposal that is most advantageous to the District;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois THAT:

**Section 1. Recitals.** The recitals set forth above are incorporated as a part of this Resolution by this reference.

**Section 2. Award of Contract.** The Contract in the amount of the Contract Price, in substantially the form attached hereto, is hereby awarded to the USDA.

**Section 3. Execution of Contract.** The Executive Director of the District is hereby authorized and directed to execute the Contract for the Services in the amount of the Contract Price.

**Section 4. Payments.** The District Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

**Section 5. Effective Date.** This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2019

AYES:

NAYS:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2019

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Angelo D. Kyle, President  
Lake County Forest Preserve District

ATTEST

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Julie Gragnani, Secretary

Exhibit No. \_\_\_\_\_

**COOPERATIVE SERVICE AGREEMENT**  
**between**  
**LAKE COUNTY FOREST PRESERVE DISTRICT (LCFPD)**  
**and**  
**UNITED STATES DEPARTMENT OF AGRICULTURE**  
**ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)**  
**WILDLIFE SERVICES (WS)**

**ARTICLE 1**

The purpose of this Cooperative Service Agreement is to allow for reimbursement of funds expended by the APHIS WS program while assisting LCFPD with implementing their White-tailed Deer Management Plan, to provide operational assistance in implementing an integrated wildlife damage management program, and assist with resolving other wildlife damage as requested and as funds allow.

**ARTICLE 2**

APHIS WS has statutory authority under the Act of March 2, 1931 (46 Stat. 1468; 7 USCA 8351-7 USCA 8352) as amended, and the Act of December 22, 1987 (101Stat. 1329-331, 7 USCA 8353), to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

**ARTICLE 3**

APHIS WS and LCFPD mutually agree:

1. The parties' authorized representatives who shall be responsible for carrying out the provisions of this Agreement shall be:

LCFPD  
Andrew Rutter, Wildlife  
Ecologist Lake County Forest  
Preserves 1899 West  
Winchester Road Libertyville,  
IL 60048  
Phone: 847-968-3283  
Fax: 847-367-6649

APHIS WS  
Scott Beckerman, State Director  
USDA, APHIS, WS  
3430 Constitution Drive  
Suite 121  
Springfield, Illinois 62711  
(217) 241-5726 (office)  
(217) 241-6702 (fax)

1. To meet as determined necessary by either party to discuss mutual program interests, accomplishments, needs, technology, and procedures to maintain or amend the Work Plan (Attachment A). Personnel authorized to attend meetings under this Agreement shall be the Wildlife Ecologist or his/her designee, the State Director or his/her designee, and/or those additional persons authorized and approved by the Wildlife Ecologist, and the State Director.
2. APHIS WS shall perform services more fully set forth in the Work Plan, which is attached hereto and made a part hereof. The parties may mutually agree in writing, at any time during the term of this Agreement, to amend, modify, add or delete services from the Work Plan.

#### ARTICLE 4

LCFPD agrees:

1. To authorize APHIS WS to conduct direct control activities to reduce human health and safety risks and property damage associated with white-tailed deer populations, to protect threatened and endangered species, and reduce property damage associated with wildlife on LCFPD property. These activities are defined in the Work Plan. APHIS WS will be considered an invitee on the lands controlled by LCFPD. LCFPD will be required to exercise reasonable care to warn APHIS WS as to dangerous conditions or activities in the project areas.
2. To reimburse APHIS WS for costs of services provided under this Agreement up to but not exceeding the amount specified in the Financial Plan (Attachment B). The LCFPD will begin processing for payment invoices submitted by APHIS WS within 30 days of receipt. The LCFPD ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.
3. To designate to APHIS WS the LCFPD authorized individual whose responsibility shall be the coordination and administration of activities conducted pursuant to this Agreement.
4. To notify APHIS WS verbally or in writing as far in advance as practical of the date and time of any proposed meeting related to the program.

5. APHIS WS shall be responsible for administration and supervision of the program including supervision of APHIS WS personnel and APHIS WS activities.
6. There will be no equipment with a procurement price of \$5,000 or more per unit purchased directly with funds from the cooperator for use solely on this project. All other equipment purchased for the program is and will remain the property of APHIS WS.
7. To coordinate with APHIS WS before responding to all media requests related to APHIS WS.
8. To obtain the appropriate permits for mitigating wildlife conflicts and list APHIS, WS as subpermittees.
9. To provide lodging for APHIS WS staff at the Lakewood House in Wauconda, Illinois, or another mutually agreed upon LCFPD location, while conducting activities in accordance with this Agreement at no cost to APHIS WS or APHIS WS staff.

#### **ARTICLE 5**

APHIS WS Agrees:

1. To conduct activities at LCFPD as described in the Work and Financial Plans.
2. Designate to LCFPD the authorized APHIS WS individual who shall be responsible for the joint administration of the activities conducted pursuant to this Agreement.
3. To bill LCFPD for actual costs incurred by APHIS WS during the performance of services agreed upon and specified in the Work Plan. APHIS WS shall keep records and receipts of all reimbursable expenditures hereunder for a period of not less than one year from the date of completion of the services provided under this Agreement and LCFPD shall have the right to inspect and audit such records.
4. To coordinate with LCFPD before responding to all media requests involving LCFPD.

#### **ARTICLE 6**

This Agreement is contingent upon the passage by Congress of an appropriation from which expenditures may be legally met and shall not obligate APHIS WS upon failure of Congress to so appropriate. This Agreement may also be reduced or terminated if Congress only provides APHIS WS funds for a finite period under a Continuing Resolution.

#### **ARTICLE 7**

APHIS WS assumes no liability for any actions or activities conducted under this Cooperative Service Agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 U.S.C. 1346(b), 2401(b), and 2671-2680).



## **ARTICLE 8**

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom.

## **ARTICLE 9**

Nothing in this Agreement shall prevent APHIS WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this Agreement.

## **ARTICLE 10**

LCFPD certifies that APHIS WS has advised the LCFPD that there may be private sector service providers available to provide wildlife management services that the LCFPD is seeking from APHIS WS.

## **ARTICLE 11**

The performance of wildlife damage management actions by APHIS WS under this Agreement is contingent upon a determination by APHIS WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.

## **ARTICLE 12**

This Cooperative Service Agreement may be amended at any time by mutual agreement of the parties in writing. Also, this Agreement may be terminated at any time by mutual agreement of the parties in writing, or by one party provided that party notifies the other in writing at least 120 days prior to effecting such action. Further, in the event the LCFPD does not provide necessary funds, APHIS WS is relieved of the obligation to provide services under this Agreement.

In accordance with the Debt Collection Improvement Act of 1996, the Department of Treasury requires a **Taxpayer Identification Number** for individuals or businesses conducting business with the agency.

LCFPD Taxpayer Identification Number (TIN): 36-6009339

US Department of Agriculture, DBA APHIS WS (TIN): 41-0696271

**LAKE COUNTY FOREST PRESERVE DISTRICT:**

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Alex Ty Kovach  
Executive Director  
Lake County Forest Preserves  
1899 West Winchester Road  
Libertyville, IL 60048  
(847) 367-6640 (office)  
(847) 367-6649 (fax)

**UNITED STATES DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
WILDLIFE SERVICES**

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Scott Beckerman, State Director  
USDA, APHIS, WS  
3430 Constitution Drive  
Suite 121  
Springfield, IL 62711  
(217) 241-5726 (office)  
(217) 241-6702 (fax)

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Willie D. Harris  
Director, Eastern Region  
USDA, APHIS, WS  
920 Main Campus Drive; Suite 200  
Raleigh, NC 27606

# **ATTACHMENT A WORK PLAN**

## Introduction

The U.S. Department of Agriculture (USDA) is authorized to protect American agriculture and other resources from damage associated with wildlife. Wildlife Services activities are conducted in cooperation with other Federal, State and local agencies; private organizations and individuals.

The APHIS WS program uses an Integrated Wildlife Damage Management (IWDM) approach (sometimes referred to as IPM or “Integrated Pest Management”) in which a series of methods may be used or recommended to reduce wildlife damage. These methods include the alteration of cultural practices as well as habitat and behavioral modification to prevent damage. However, controlling wildlife damage may require that the offending animal(s) are killed or that the populations of the offending species be reduced.

## Purpose

To assist LCFPD with meeting the objectives of their White-tailed Deer Management Plan and implementing an integrated wildlife damage management program on its properties. Assistance for ‘urban rodents’ as defined in WS Directive 2.345 is not being provided.

## Planned APHIS WS Activities

### **White-tailed Deer**

Through the implementation of management measures described below, objectives of the LCFPD’s White-tailed Deer Management Plan will be met. Actions will include Direct Control assistance as well as Technical Assistance recommendation to further enhance the effectiveness of the integrated deer management program. These objectives are to help reduce damage and public safety threats caused by white-tailed deer on property managed by the LCFPD.

APHIS WS employees will be used to assist with the White-tailed Deer Management Plan of the LCFPD. WS responsibilities will include:

- Coordinate with the Wildlife Ecologist and Illinois Department of Natural Resources (IDNR) staff to inspect, propose and certify baiting and shooting zones to be used.
- Provide equipment necessary for removal operations with the exception of some processing equipment which shall be provided by the LCFPD (equipment shall be coordinated prior to removal operations).
- Obtain IDNR qualification for all sharpshooters.
- Removal of permitted white-tailed deer from Lake County Forest Preserves via sharpshooting in compliance with District policy.
- Collect and transport carcasses to Meehan Garage or another mutually agreed upon LCFPD location.
- Eviscerate and clean deer carcasses.
- Ice carcasses, if necessary, in advance of carcass transportation to a venison processing facility the following morning.

LCFPD staff will be responsible for the following tasks:

- Obtain Deer Population Control Permit from IDNR, necessary authorizations from Lake County authorities and Illinois Nature Preserves Commission.
- Wildlife Ecologist, or someone they designate, shall be available for contact during all phases of the project and shall be reachable via cellular phone during removal activities.
- Stock bait sites nightly for at least 1 week continuously prior to removal operations. Bait sites shall be agreed upon by APHIS WS and IDNR.
- District Rangers shall verify that forest preserves are closed and empty of visitors prior to removal operations.
- A District Ranger will be available via cellular phone during removal operations.
- Transport processed carcasses to the designated venison processor each morning.
- Keep records as required by District policy and IDNR, and report results to IDNR upon completion of the program.

Chronic Wasting Disease: APHIS WS and the LCFPD will cooperate, to the extent possible, with the IDNR in monitoring efforts for chronic wasting disease in the deer collected during this program. APHIS WS staff will collect brain stem and tissue samples for LCFPD staff to submit to the IDNR for testing. Reporting requirements of the IDNR on the samples collected will be maintained by the LCFPD Wildlife Ecologist.

Action: APHIS WS employees will work directly with the LCFPD Wildlife Ecologist to establish nightly control activities relating to the White-tailed deer Management Plan. Management of the white-tailed deer includes the utilization of the IDNR's sharpshooter program.

Use of Equipment: APHIS WS will use USDA-owned rifles equipped with noise-suppression devices, spotlights and an infrared device for locating deer and to monitor for the potential presence of the public in the forest preserve during operations, vehicles (including all-terrain vehicles), and radio equipment during the control operations.

### **Nuisance Wildlife**

APHIS WS will conduct operational beaver, raccoon, skunk and other meso-predator damage management activities at locations identified by the LCFPD. Damage management activities will be conducted under authority of a Class C Nuisance Wildlife Control Permit issued to APHIS WS by the IDNR. Methods to be employed will be authorized in WS Form 12A-Work Initiation Document. Signs to inform preserve users about APHIS WS activities will be posted in the vicinity of APHIS WS equipment. In addition, APHIS WS will utilize program owned traps and trapping supplies for beaver, raccoon, skunk and other meso-predator damage management.

APHIS WS will provide technical and direct management assistance as requested by LCFPD to mitigate additional conflicts with wildlife which arise on LCFPD lands when feasible, within the scope and budget of this Cooperative Service Agreement, and as authorized on an APHIS WS Work Initiation Document (as necessary). WS will provide for integrated wildlife damage management Technical Assistance recommendations to provide a long term reduction in conflicts. The fate and/or disposition options of wildlife taken will be dispersed and euthanized as determined necessary.

### **Effective Dates:**

The cooperative agreement shall become effective on October 1, 2019 and shall expire on September 30, 2024.

**ATTACHMENT B  
FINANCIAL PLANS**

**White-tailed Deer**

	PY2019-20	PY2020-21	PY2021-22	PY2022-23	PY2023-24
Personnel Costs	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
Travel	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Vehicle Usage	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Supplies/Equipment	\$6,986	\$6,986	\$6,986	\$6,986	\$6,986
<b>Subtotal (Direct Costs)</b>	<b>\$58,986</b>	<b>\$58,986</b>	<b>\$58,986</b>	<b>\$58,986</b>	<b>\$58,986</b>
Pooled Job Costs (11%)	\$6,488	\$6,488	\$6,488	\$6,488	\$6,488
Indirect Costs (16.15%)	\$9,526	\$9,526	\$9,526	\$9,526	\$9,526
<b>Grand Total/Project Year</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed \$75,000 per Project Year 2019-2020, 2020-2021, 2021-2022, 2022-2023, or 2023-2024 for a total of \$375,000. APHIS WS staff may be compensated at regular time, night-time-differential, and/or overtime pay rates in accordance with programmatic Directives to accomplish the purpose of this agreement.

**Nuisance Wildlife**

	PY2019-20	PY2020-21	PY2021-22	PY2022-23	PY2023-24
Personnel Costs	\$10,498	\$10,498	\$10,498	\$10,498	\$10,498
Travel	\$0	\$0	\$0	\$0	\$0
Vehicle Usage	\$800	\$800	\$800	\$800	\$800
Supplies/Equipment	\$500	\$500	\$500	\$500	\$500
<b>Subtotal (Direct Costs)</b>	<b>\$11,798</b>	<b>\$11,798</b>	<b>\$11,798</b>	<b>\$11,798</b>	<b>\$11,798</b>
Pooled Job Costs (11%)	\$1,297	\$1,297	\$1,297	\$1,297	\$7,297
Indirect Costs (16.15%)	\$1,905	\$1,905	\$1,905	\$1,905	\$1,905
<b>Grand Total/Project Year</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed \$15,000 per Project Year 2019-2020, 2020-2021, 2021-2022, 2022-2023, or 2023-2024 for a total of \$75,000. APHIS WS staff may be compensated at regular time, night-time-differential, and/or overtime pay rates in accordance with programmatic Directives to accomplish the purpose of this agreement.

Financial Point of Contact

LCFPD: Andrew Rutter, Wildlife Ecologist (847) 968-3283  
Name to call for billing questions Phone

APHIS WS: Jessica Little, Budget Analyst (217) 241-5728  
Name to call for billing questions Phone

LCFPD BILLING ADDRESS

Lake County Forest Preserves  
 1899 West Winchester Road  
 Libertyville, IL 60048