

KENDALL COUNTY TREASURER
FUND BALANCES
Balances as of: 09/30/17

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	Budget	MTD	YTD	%Budget
***** FOREST PRESERVE *****				
Beginning Balance 12/01/16			317,672.05	
ADMINISTRATION				
Receipts:				
27010001100 CURRENT TAX	552,815.00	225,865.34	536,788.02	97.10
27010001135 INTEREST INCOME	170.00	18.77	161.51	95.01
27010001305 BOND INTEREST	.00	.00	.00	.00
27010001325 OTHER	2,000.00	.00	2,852.33	142.62
27010001330 TRFR - COUNTY GENERAL FUND	.00	.00	.00	.00
27010001335 DONATIONS	500.00	.00	1,590.00	318.00
27010001500 PICNIC FEES & SHELTER RENTAL	.00	.00	.00	.00
27010001502 LAND CASH	.00	.00	.00	.00
27010001503 PRESERVE IMPROVEMENTS-GRANTS	.00	.00	.00	.00
27010001505 GRANTS - LAND ACQUISITION	.00	.00	.00	.00
27010001514 FARM LICENSE REVENUE	161,030.00	20.00	132,668.14	82.39
27010001518 SECURITY DEPOSITS	.00	.00	.00	.00
27010001519 CREDIT CARD FEE	3,300.00	220.49	1,660.69	50.32
	719,815.00*	226,124.60*	675,720.69*	93.87*
Expenditures:				
27020003913 CONTINGENCY	11,253.00	.00	.00	.00
27020006101 SALARY - FULL TIME	126,330.00	9,270.00	105,662.69	83.64
27020006102 SALARY - PART-TIME	4,000.00	723.72	1,971.92	49.30
27020006115 BOARD PER DIEM	4,000.00	144.00	2,494.00	62.35
27020006128 SALRIES - PART-TIME - ENVIRONMENTAL	.00	.00	.00	.00
27020006151 CONTRACTUAL RECORDER	.00	.00	.00	.00
27020006200 OFFICE SUPPLIES & POSTAGE	12,000.00	682.90	8,677.47	72.31
27020006203 DUES/MEMBERSHIPS	1,600.00	.00	1,470.00	91.88
27020006204 CONFERENCES	2,000.00	.00	966.08	48.30
27020006207 TELEPHONE	.00	.00	.00	.00
27020006209 LEGAL PUBLICATIONS	400.00	.00	482.96	120.74
27020006215 CONTRACTUAL SERVICE	3,550.00	.00	1,500.00	42.25
27020006216 EQUIPMENT	.00	.00	129.94	.00
27020006300 TRANSFER TO IMRF/SS FUND	23,930.00	1,959.52	20,333.71	84.97
27020006351 ELECTRIC	2,700.00	194.12	2,557.05	94.71
27020006549 AUDIT FUND	7,500.00	.00	7,500.00	100.00
27020006831 SOFTWARE LICENSE FEE (RECPRO)	.00	.00	.00	.00
27020006834 FARM LEASE CONTRACT EXPENSES	500.00	.00	.00	.00
27020006836 HISTORIC COURTHOUSE EXPENSES	.00	.00	.00	.00
27020006838 INSURANCE REIMB	47,079.00	.00	1,009.00	2.14
27020006839 MEDICAL INSURANCE REIMB	19,775.00	1,583.78	15,737.87	79.58
27020006841 JIM PHILLIPS MEMORIAL EXPENSES	.00	.00	.00	.00
27020006843 PROMOTION/PUBLICITY	6,000.00	59.99	7,643.95	127.40
27020006844 NEWSLETTER	400.00	.00	.00	.00
27020006846 LAND ACQUISITION-LAND CASH	.00	.00	.00	.00
27020006853 PRESERVE IMPROVEMENTS	1,200.00	.00	1,906.44	158.87
27020006854 CONTRIBUTIONS	.00	.00	.00	.00
27020006855 LAND ACQUISITION - GRANTS	.00	.00	.00	.00
27020006859 INSURANCE DEDUCTABLE	10,000.00	.00	.00	.00
27020007079 ENVIRONMENTAL EDUC PRESENTERS	1,600.00	.00	1,600.00	100.00
27020007088 SECURITY DEPOSIT REFUNDS	.00	.00	-50.00	.00
27020007090 CREDIT CARD FEE	3,300.00	587.39	3,677.79	111.45
27020009999 CAPITAL EXPENDITURES	.00	.00	.00	.00
	289,117.00*	15,205.42*	185,270.87*	64.08*

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	Budget	MTD	YTD	%Budget

ELLIS HOUSE				
ELLIS HOUSE				
Receipts:				
27011001335 DONATIONS - ELLIS HOUSE	.00	.00	.00	.00
27011001517 SECURITY DEPOSIT REVENUE - ELLIS	.00	.00	.00	.00
27011001519 ELLIS CREDIT CARD REVENUE	.00	.00	.00	.00
27011001570 ELLIS CENTER HOUSE	.00	.00	.00	.00
	.00*	.00*	.00*	.00*
Expenditures:				
27021006122 SALARY PT - ELLIS HOUSE	7,962.00	830.00	8,702.39	109.30
27021006301 IMRF & SS EXPENSE - ELLIS HOUSE	1,330.00	133.11	1,451.81	109.16
27021007075 MEDICAL INS - ELLIS HOUSE	.00	.00	.00	.00
27021007076 UTILITIES - ELLIS HOUSE	7,650.00	259.21	5,842.60	76.37
27021007077 OFFICE SUPPLIES & POSTAGE -ELLIS HO	1,300.00	380.01	1,076.56	82.81
27021007079 VOLUNTEER EXP - ELLIS	.00	.00	.00	.00
27021007080 GROUNDS & MAINT - ELLIS HOUSE	8,000.00	326.23	4,968.19	62.10
27021007085 MEMBERSHIPS - ELLIS HOUSE	.00	.00	.00	.00
27021007090 CREDIT CAR FEE EXPENSE - ELLIS	.00	.00	.00	.00
	26,242.00*	1,928.56*	22,041.55*	83.99*

ELLIS BARN				
Receipts:				
27011011570 ELLIS CENTER BARN	.00	.00	.00	.00
	.00*	.00*	.00*	.00*
Expenditures:				
27021016122 SALARY PT - ELLIS BARN	7,963.00	478.80	5,577.19	70.04
27021016301 IMRF & SS EXP - ELLIS BARN	1,330.00	89.54	979.50	73.65
27021017075 MEDICAL INS - ELLIS BARN	.00	.00	.00	.00
27021017076 UTILITIES - ELLIS BARN	7,650.00	478.75	3,562.75	46.57
27021017080 GROUNDS & MAINT - ELLIS BARN	2,000.00	93.38	2,160.08	108.00
27021017085 MEMBERSHIPS - ELLIS BARN	.00	.00	.00	.00
	18,943.00*	1,140.47*	12,279.52*	64.82*

ELLIS GROUNDS				
Receipts:				
27011021570 ELLIS CENTER GROUNDS	.00	.00	.00	.00
	.00*	.00*	.00*	.00*
Expenditures:				
27021026122 SALARY PT - ELLIS GROUNDS	15,925.00	1,254.00	13,589.28	85.33
27021026301 IMRF & SS EXP - ELLIS GROUNDS	2,660.00	223.23	2,188.23	82.26
27021027075 MEDICAL INS - ELLIS GROUNDS	.00	.00	.00	.00
27021027076 UTILITIES - ELLIS GROUNDS	.00	.00	.00	.00
27021027080 GROUNDS & MAINT - ELLIS GROUNDS	2,320.00	326.00	5,841.28	251.78
27021027085 MEMBERSHIPS - ELLIS GROUNDS	.00	.00	.00	.00
	20,905.00*	1,803.23*	21,618.79*	103.41*

ELLIS CAMPS				
Receipts:				
27011101135 DONATIONS - ELLIS CENTER CAMPS	.00	.00	.00	.00
27011101570 ELLIS CENTER CAMPS	13,000.00	.00	3,673.33	28.26
	13,000.00*	.00*	3,673.33*	28.26*
Expenditures:				
27021106122 SALARY PT - ELLIS CENTER CAMPS	8,000.00	109.50	1,506.85	18.84
27021106301 IMRF & SS EXP - ELLIS CENTER CAMPS	1,164.00	9.70	177.05	15.21
27021107075 MEDICAL INS - ELLIS CENTER CAMPS EX	.00	.00	.00	.00
27021107081 PROMO/PUBLICITY - ELLIS CAMPS	500.00	.00	.00	.00
27021107082 ANIMAL CARE & SUPPLIES - ELLIS CAMP	700.00	.00	94.90	13.56

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27021107083 HORSES ACQUISITION & TACK - ELLIS C	40.00	.00	.00	.00
27021107084 VET & FARRIER - ELLIS CAMPS	1,375.00	.00	.00	.00
27021107086 UNIFORMS - ELLIS CAMPS	75.00	.00	.00	.00
27021107087 PROG SUPPLIES - ELLIS CAMPS	600.00	.00	477.85	79.64
27021107090 CREDIT CARD FEE EXP - ELLIS CAMPS	.00	.00	.00	.00
	12,454.00*	119.20*	2,256.65*	18.12*

ELLIS RIDING LESSONS

Receipts:

27011111335 DONATIONS - ELLIS EQUESTRIAN CENTER	2,000.00	.00	.00	.00
27011111570 ELLIS CENTER RIDING LESSONS	24,905.00	2,884.00	16,658.54	66.89
	26,905.00*	2,884.00*	16,658.54*	61.92*

Expenditures:

27021116122 SALARY PT - ELLIS CENTER RIDING LES	16,000.00	1,455.75	20,353.43	127.21
27021116301 IMRF & SS EXP - ELLIS RIDING LESSON	2,327.00	170.62	2,879.21	123.73
27021117075 MEDICAL INS - ELLIS CENTER RIDING L	.00	.00	.00	.00
27021117081 PROMO/PUBLICITY - ELLIS RIDING LESS	1,000.00	.00	200.00	20.00
27021117082 ANIMAL CARE & SUPPLIES - ELLIS RIDI	700.00	24.36	2,865.59	409.37
27021117083 HORSES ACQ & TACK - ELLIS RIDING LE	40.00	.00	.00	.00
27021117084 VET & FARRIER - ELLIS RIDING LESSON	2,750.00	.00	1,529.00	55.60
27021117086 UNIFORMS - ELLIS RIDING LESSONS	75.00	.00	.00	.00
27021117090 CREDIT CARD FEE EXP - ELLIS RIDING	.00	.00	.00	.00
	22,892.00*	1,650.73*	27,827.23*	121.56*

ELLIS BIRTHDAY PARTIES

Receipts:

27011121570 ELLIS CENTER BIRTHDAY PARTIES	9,500.00	1,249.00	4,530.90	47.69
	9,500.00*	1,249.00*	4,530.90*	47.69*

Expenditures:

27021126122 SALARY PT - ELLIS CENTER BIRTHDAY P	6,456.00	246.00	2,053.75	31.81
27021126301 IMRF & SS EXP - ELLIS B-DAY PARTIES	1,164.00	20.73	327.63	28.15
27021127075 MEDICAL INS - ELLIS CENTER B-DAY PA	.00	.00	.00	.00
27021127081 PROMO/PUBLICITY - ELLIS B-DAY PARTI	1,000.00	.00	.00	.00
27021127082 ANIMAL CARE & SUPPLIES - ELLIS B-DA	1,050.00	.00	101.78	9.69
27021127083 HORSES ACQ & TACK - ELLIS B-DAY PAR	80.00	.00	.00	.00
27021127084 VET & FERRIER - ELLIS B-DAY PARTIES	1,375.00	170.00	360.00	26.18
27021127086 UNIFORMS - ELLIS B-DAY PARTIES	75.00	.00	.00	.00
27021127087 PROG SUPPLIES - ELLIS B-DAY PARTIES	1,200.00	.00	326.50	27.21
27021127090 CREDIT CARD FEE EXP - ELLIS B-DAY P	.00	.00	.00	.00
	12,400.00*	436.73*	3,169.66*	25.56*

ELLIS PUBLIC PROGRAMS

Receipts:

27011131570 ELLIS CENTER PUBLIC PROGRAMS	2,100.00	240.00	2,718.00	129.43
	2,100.00*	240.00*	2,718.00*	129.43*

Expenditures:

27021136122 SALARY PT - ELLIS CENTER PUBLIC PRO	1,890.00	231.88	1,197.38	63.35
27021136301 IMRF & SS EXP - ELLIS PUBLIC PROG E	.00	17.74	146.48	.00
27021137075 MEDICAL INS - ELLIS CENTER PUBLIC P	.00	.00	.00	.00
27021137079 VOLUNTEER EXP - ELLIS PUBLIC PROG	800.00	.00	182.94	22.87
27021137081 PROMO/PUBLICITY - ELLIS PUBLIC PROG	.00	.00	.00	.00
27021137082 ANIMAL CARE & SUPPLIES - ELLIS PUBL	.00	.00	.00	.00
27021137083 HORSES ACQ & TACK - ELLIS PUBLIC PR	.00	.00	.00	.00
27021137084 VET & FARRIER - ELLIS PUBLIC PROGRA	.00	.00	.00	.00
27021137086 UNIFORMS - ELLIS PUBLIC PROG	.00	.00	.00	.00
27021137087 PROG SUPPLIES - ELLIS PUBLIC PROG	.00	.00	.00	.00
27021137090 CREDIT CARD FEE EXP - ELLIS PUBLIC	.00	.00	.00	.00
	2,690.00*	249.62*	1,526.80*	56.76*

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SUNRISE CENTER				
Receipts:				
27011141570 SUNRISE CENTER NORTH LICENSE AGREEM	19,200.00	1,600.00	14,400.00	75.00
	19,200.00*	1,600.00*	14,400.00*	75.00*
Expenditures:				
27021146122 SALARY PT - SUNRISE CENTER NORTH	6,864.00	1,109.25	9,098.47	132.55
27021146301 IMRF/SS EXPENSE - SUNRISE CENTER N	1,284.00	135.13	1,393.39	108.52
27021147082 ANIMAL CARE/SUPPLIES - SUNRISE CENT	4,800.00	279.55	904.24	18.84
27021147087 PROGRAM SUPPLIES - SUNRISE CENTER N	.00	.00	.00	.00
	12,948.00*	1,523.93*	11,396.10*	88.01*

ELLIS WEDDINGS				
Receipts:				
27011201517 SECURITY DEPOSIT REV - ELLIS WEDDIN	15,000.00	1,000.00	6,460.00	43.07
27011201570 ELLIS CENTER WEDDINGS	43,200.00	11,140.00	58,365.00	135.10
	58,200.00*	12,140.00*	64,825.00*	111.38*
Expenditures:				
27021206122 SALARY PT - ELLIS CENTER WEDDINGS	11,197.00	2,117.48	15,957.67	142.52
27021206301 IMRF & SS EXP - ELLIS WEDDINGS EXP	2,000.00	332.01	2,706.40	135.32
27021207075 MEDICAL INS - ELLIS CENTER WEDDINGS	.00	.00	.00	.00
27021207078 REFUSE PICKUP - ELLIS	1,700.00	100.76	1,069.80	62.93
27021207081 PROMO/PUBLICITY - ELLIS WEDDINGS	2,000.00	250.00	1,191.05	59.55
27021207086 UNIFORMS - ELLIS WEDDINGS	75.00	.00	.00	.00
27021207088 ELLIS SECURITY DEPOSIT REFUNDS	15,000.00	3,000.00	9,865.00	65.77
27021207089 EVENT TENT LEASE - ELLIS WEDDINGS	17,400.00	.00	15,255.00	87.67
27021207090 CREDIT CARD FEE EXP - ELLIS WEDDING	.00	.00	.00	.00
	49,372.00*	5,800.25*	46,044.92*	93.26*

ELLIS OTHER RENTALS				
Receipts:				
27011211517 SECURITY DEPOSIT REV - ELLIS OTHER	600.00	.00	670.00	111.67
27011211570 ELLIS CENTER OTHER RENTALS	4,500.00	.00	2,966.85	65.93
	5,100.00*	.00*	3,636.85*	71.31*
Expenditures:				
27021216122 SALARY PT - ELLIS CENTER OTHER RENT	2,000.00	.00	.00	.00
27021216301 IMRF & SS EXP - ELLIS OTHER RENTALS	200.00	.00	.00	.00
27021217075 MEDICAL INS - ELLIS CENTER OTHER RE	.00	.00	.00	.00
27021217081 PROMO/PUBLICITY - ELLIS OTHER RENTA	.00	.00	.00	.00
27021217088 SECURITY DEPOSIT REFUND	600.00	.00	.00	.00
27021217090 CREDIT CARD FEE EXP - ELLIS OTHER R	.00	.00	.00	.00
	2,800.00*	.00*	.00*	.00*

ELLIS 5K				
Receipts:				
27011301570 ELLIS CENTER 5K EVENT	4,000.00	.00	1,015.00	25.38
	4,000.00*	.00*	1,015.00*	25.38*
Expenditures:				
27021306122 SALARY PT - ELLIS CENTER 5K EVENT	.00	.00	.00	.00
27021306301 IMRF & SS EXP - ELLIS 5K EVENT EXP	67.00	.00	.00	.00
27021307075 MEDICAL INS - ELLIS CENTER 5K EVENT	.00	.00	.00	.00
27021307081 PROMO/PUBLICITY - ELLIS 5K	500.00	.00	100.00	20.00
27021307087 PROG SUPPLIES - ELLIS 5K	1,500.00	.00	133.50	8.90
27021307090 CREDIT CARD FEE EXP - ELLIS 5K	.00	.00	.00	.00
	2,067.00*	.00*	233.50*	11.30*

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HOOVER FOREST PRESERVE				
HOOVER				
Receipts:				
27012001335 DONATIONS - HOOVER	.00	3.00	3.00	.00
27012001513 HOOVER REVENUE	5,000.00	250.00	4,612.94	92.26
27012001518 SECURITY DEPOSIT REV - HOOVER	.00	.00	.00	.00
27012001519 HOOVER CREDIT CARD REVENUE	.00	.00	.00	.00
	5,000.00*	253.00*	4,615.94*	92.32*
Expenditures:				
27022006126 SALARY FT - HOOVER GROUNDS	23,738.00	1,826.00	18,020.07	75.91
27022006127 SALARY PT - HOOVER GROUNDS	18,734.00	1,424.92	14,522.35	77.52
27022006300 IMRF/SS EXP - HOOVER GROUNDS	7,942.00	567.12	5,579.50	70.25
27022006839 MEDICAL INS - HOOVER GROUNDS	5,117.00	408.81	4,040.54	78.96
27022006860 HOOVER - GAS	5,000.00	294.35	4,011.95	80.24
27022006861 HOOVER - ELECTRIC	18,000.00	1,079.37	13,936.17	77.42
27022006862 HOOVER - OTHER UTILITIES	6,500.00	2,242.45	8,703.14	133.89
27022006863 HOOVER - SHOP SUPPLIES	1,100.00	.00	1,937.42	176.13
27022006864 HOOVER - BUILDING MAINTENANCE	9,800.00	108.67	10,090.92	102.97
27022006865 HOOVER - GROUNDS MAINTENANCE	4,500.00	.00	6,221.36	138.25
27022006866 HOOVER - OTHER EXPENSES	3,000.00	150.00	2,876.06	95.87
27022007088 HOOVER SECURITY DEPOSIT REFUND	6,500.00	2,291.25	8,057.50	123.96
27022007090 HOOVER CREDIT CARD FEE EXPENSE	.00	.00	.00	.00
	109,931.00*	10,392.94*	97,996.98*	89.14*

HOOVER BUNKHOUSE				
Receipts:				
27012011513 HOOVER BUNKHOUSE RENTAL REVENUE	33,525.00	3,050.00	30,065.00	89.68
27012011518 SECURITY DEPOSIT REV - HOOVER BUNKH	1,500.00	200.00	3,400.00	226.67
	35,025.00*	3,250.00*	33,465.00*	95.55*
Expenditures:				
27022016126 SALARY FT - HOOVER BUNKHOUSE	11,869.00	913.00	10,836.04	91.30
27022016127 SALARY PT - HOOVER BUNKHOUSE	9,367.00	712.51	7,262.32	77.53
27022016300 IMRF/SS EXP - HOOVER BUNKHOUSE	3,971.00	283.57	3,132.33	78.88
27022016839 MEDICAL INS - HOOVER BUNKHOUSE	2,559.00	204.40	2,020.23	78.95
	27,766.00*	2,113.48*	23,250.92*	83.74*

HOOVER CAMPSITE				
Receipts:				
27012021513 HOOVER CAMPSITE RENTAL REVENUE	4,500.00	1,285.00	4,465.00	99.22
27012021518 SECURITY DEPOSIT REV - HOOVER CAMPS	.00	.00	.00	.00
	4,500.00*	1,285.00*	4,465.00*	99.22*
Expenditures:				
27022026126 SALARY FT - HOOVER CAMPSITE	5,935.00	456.50	5,418.02	91.29
27022026127 SALARY PT - HOOVER CAMPSITE	4,684.00	356.41	3,632.13	77.54
27022026300 IMRF/SS EXP - HOOVER CAMPSITE	1,986.00	141.80	1,444.40	72.73
27022026839 MEDICAL INSURANCE - HOOVER CAMPSITE	1,279.00	102.20	1,010.11	78.98
	13,884.00*	1,056.91*	11,504.66*	82.86*

HOOVER MEADOWHAWK LODGE				
Receipts:				
27012031513 HOOVER MEADOWHAWK RENTAL REVENUE	10,500.00	1,905.00	10,456.25	99.58
27012031518 SECURITY DEPOSIT REV. - HOOVER MEAD	5,000.00	740.00	6,649.38	132.99
	15,500.00*	2,645.00*	17,105.63*	110.36*
Expenditures:				
27022036126 SALARY FT - HOOVER MEADOWHAWK	5,935.00	456.50	5,418.02	91.29
27022036127 SALARY TP - HOOVER MEADOWHAWK	4,684.00	355.91	3,623.19	77.35
27022036300 IMRF/SS EXP - HOOVER MEADOWHAWK	1,986.00	141.76	1,587.27	79.92

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27022036839 MEDICAL INSURANCE - HOOVER MEADOWHA	1,279.00	102.20	1,010.11	78.98
	13,884.00*	1,056.37*	11,638.59*	83.83*

ENVIRONMENTAL EDUCATION				
ENV ED				
Receipts:				
27013001335 DONATIONS - ENVIRONMENTAL EDUCATION	500.00	.00	.00	.00
27013001507 ENVIRONMENTAL EDUCATION REVENUE	.00	.00	.00	.00
	500.00*	.00*	.00*	.00*
Expenditures:				
27023006300 IMRF/SS FUND EXP - ENV EDUCATION	.00	.00	.00	.00
27023006839 MEDICAL INSURANCE - ENV EDUCATION	.00	.00	.00	.00
27023006849 ENVIRONMENTAL EDUCATION	.00	.00	.00	.00
	.00*	.00*	.00*	.00*

ENV ED SCHOOL				
Receipts:				
27013011507 ENV. EDUC. - SCHOOL PROGRAMS	35,960.00	1,662.00	18,796.00	52.27
	35,960.00*	1,662.00*	18,796.00*	52.27*
Expenditures:				
27023016103 ENV. EDUC. FT SALARY - SCHOOL PROGR	.00	.00	.00	.00
27023016128 ENV. EDUC. PT SALARY - SCHOOLS PROG	35,925.00	3,490.59	31,048.16	86.42
27023016300 IMRF/SS FUND EXP - ENV EDUC SCHOOL	5,124.00	398.27	3,671.71	71.66
27023016839 MEDICAL INS - ENV EDUCATION SCHOOL	.00	.00	.00	.00
27023016849 ENV EDUC - SCHOOL PROG EXPENSE	950.00	.00	187.20	19.71
	41,999.00*	3,888.86*	34,907.07*	83.11*

ENV ED CAMPS				
Receipts:				
27013021507 ENV. EDUC. - CAMPS	39,118.00	.00	23,060.00	58.95
	39,118.00*	.00*	23,060.00*	58.95*
Expenditures:				
27023026103 ENV. EDUC. FT SALARY - CAMPS EXP.	.00	.00	.00	.00
27023026128 ENV. EDUC. PT SALARY - CAMPS EXP.	26,075.00	67.20	17,262.38	66.20
27023026300 IMRF/SS FUND EXP - ENV EDUC CAMPS	3,719.00	7.59	1,896.96	51.01
27023026839 MEDICAL INSURANCE - ENV EDUCATION C	.00	.00	.00	.00
27023026849 ENV EDUC - CAMPS EXPENSE	3,000.00	1,327.37	3,040.81	101.36
	32,794.00*	1,402.16*	22,200.15*	67.70*

ENV ED NATURAL BEGINNINGS				
Receipts:				
27013031335 DONATIONS - ENV. EDUC. NATURAL BEGI	2,000.00	.00	4,878.75	243.94
27013031507 ENV. EDUC. - NATURAL BEGINNINGS	83,460.00	600.00	55,462.76	66.45
	85,460.00*	600.00*	60,341.51*	70.61*
Expenditures:				
27023036103 ENV. EDUC. FT SALARY - NATURAL BEGI	.00	.00	.00	.00
27023036128 ENV. EDUC. PT SALARY - NATURAL BEGI	53,293.00	6,053.45	46,779.82	87.78
27023036300 IMRF/SS FUND EXP - ENV EDUC NATURAL	8,667.00	878.70	7,349.01	84.79
27023036839 MEDICAL INS. - ENV EDUC. NATURAL BE	.00	.00	.00	.00
27023036849 ENV EDUC - NATURAL BEGINNINGS EXP	4,000.00	630.44	3,953.78	98.84
	65,960.00*	7,562.59*	58,082.61*	88.06*

KENDALL COUNTY TREASURER
FUND BALANCES
Balances as of: 09/30/17

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	Budget	MTD	YTD	%Budget

ENV ED OTHER PUBLIC PROGRAMS				
Receipts:				
27013041507 ENV. EDUC. - OTHER PUBLIC PROGRAMS	4,000.00	651.00	3,605.00	90.13
	4,000.00*	651.00*	3,605.00*	90.13*
Expenditures:				
27023046103 ENV. EDUC. FT SALARY - OTHER PUBLIC	.00	.00	.00	.00
27023046128 ENV. EDUC. PT SALARY - OTHER PUBLIC	3,500.00	92.40	3,908.54	111.67
27023046300 IMRF/SS FUND EXP - ENV EDUC OTHER P	500.00	15.25	509.22	101.84
27023046839 MEDICAL INS - ENV EDUC OTHER PUBLIC	.00	.00	.00	.00
27023046849 ENV EDUC - OTHER PUBLIC PROG EXPENS	700.00	.00	318.82	45.55
	4,700.00*	107.65*	4,736.58*	100.78*

ENV ED LAWS OF NATURE				
Receipts:				
27013051507 ENV. EDUC. - LAWS OF NATURE	.00	.00	.00	.00
	.00*	.00*	.00*	.00*
Expenditures:				
27023056103 ENV. EDUC. FT SALARY - LAWS OF NATU	.00	.00	.00	.00
27023056128 ENV. EDUC. PT SALARY - LAWS OF NATU	1,750.00	141.50	1,397.22	79.84
27023056300 IMRF/SS FUND EXP - ENV EDUC LAWS OF	250.00	25.13	219.42	87.77
27023056839 MEDICAL INS - ENV EDUC LAWS OF NATU	.00	.00	.00	.00
27023056849 ENV EDUC - LAWS OF NATURE EXPENSE	750.00	21.94	471.04	62.81
	2,750.00*	188.57*	2,087.68*	75.92*

ENV ED OTHER				
Receipts:				
27013061507 ENV. EDUC. - OTHER REVENUE	.00	.00	.00	.00
	.00*	.00*	.00*	.00*
Expenditures:				
27023066103 ENV. EDUC. FT SALARY - OTHER EXP.	.00	.00	.00	.00
27023066128 ENV. EDUC. PT SALARY - OTHER EXP.	.00	.00	47.25	.00
27023066300 IMRF/SS FUND EXP - ENV EDUC OTHER E	10.00	.00	3.61	36.10
27023066839 MEDICAL INS - ENV EDUC OTHER EXPENS	.00	.00	.00	.00
27023066849 ENV EDUC - OTHER EXP (CONTRACTUAL I	.00	.00	.00	.00
	10.00*	.00*	50.86*	508.60*

NAV				
NATURAL AREA VOLUNTEER				
Receipts:				
27014001335 DONATIONS NATURAL AREA VOLUNTEERS	2,000.00	.00	2,425.00	121.25
	2,000.00*	.00*	2,425.00*	121.25*
Expenditures:				
27024006101 SALARY - FULL TIME NATURAL AREAS VO	.00	.00	.00	.00
27024006300 IMRF/SS EXP -NATURAL AREA VOLUNTEER	.00	.00	.00	.00
27024006835 NATURAL AREA VOLUNTEER SUPPLIES	500.00	.00	1,353.04	270.61
27024006839 MEDICAL INS - NATURAL AREA VOLUNTEE	.00	.00	.00	.00
27024006856 NATURAL AREA MGT SUPPLIES	.00	.00	.00	.00
	500.00*	.00*	1,353.04*	270.61*

GROUNDS				
GROUNDS & NATURAL RESOURCES				
Receipts:				
27015001500 PICNIC & SHELTER RENTAL	6,200.00	625.00	4,230.00	68.23
27015001503 PRESERVE IMPROVEMENTS - GRANTS	1,000.00	.00	.00	.00
	7,200.00*	625.00*	4,230.00*	58.75*
Expenditures:				
27025006101 SALARY - FULL TIME GROUNDS & NATURA	138,372.00	10,644.00	116,893.16	84.48

KENDALL COUNTY TREASURER
FUND BALANCES
Balances as of: 09/30/17

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	Budget	MTD	YTD	%Budget
27025006102 SALARY - PART TIME GROUNDS & NATURA	23,616.00	1,274.64	14,966.35	63.37
27025006207 TELEPHONE - GROUNDS & NATURAL RESOU	10,890.00	967.89	9,252.63	84.96
27025006216 EQUIP - GROUNDS & NATURAL RESOURCES	12,000.00	3,095.76	8,073.57	67.28
27025006217 FUEL - GAS & OIL	17,500.00	1,173.50	10,294.76	58.83
27025006240 UNIFORMS	1,500.00	.00	1,395.90	93.06
27025006300 IMRF/SS EXP - GROUNDS & NAT RESOURC	29,230.00	2,168.60	24,050.19	82.28
27025006837 PRESERVE IMPROV - GR & NATURAL RESO	5,500.00	60.37	4,350.89	79.11
27025006839 MEDICAL INS - GROUNDS & NAT RESOURC	39,348.00	3,303.49	25,518.12	64.85
27025006847 REFUSE PICKUP - GROUNDS & NATURAL R	7,750.00	678.54	6,800.97	87.75
27025006848 GAS - GROUNDS & NATURAL RESOURCES	2,500.00	82.93	1,390.40	55.62
27025006853 PRESERVE IMPROVEMENTS	.00	.00	.00	.00
27025006856 NATURAL AREAS MGNT SUPPLIES	.00	.00	.00	.00
27025007089 SUPPLIES - SHOP	5,500.00	829.45	3,355.95	61.02
	293,706.00*	24,279.17*	226,342.89*	77.06*
Ending Balance 09/30/17			449,141.82	

KENDALL COUNTY TREASURER
FUND BALANCES
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	Budget	MTD	YTD	%Budget

FP BOND PROCEEDS 2007				

Beginning Balance 12/01/16			1,691,965.81	
Receipts:				
95010001135 INTEREST INCOME	500.00	68.42	622.00	124.40
95010001305 TRANSFER IN	.00	.00	.00	.00
95010001515 PROJECT FUND DEPOSIT	2,386,692.00	5,580.00	55,136.17	2.31
	2,387,192.00*	5,648.42*	55,758.17*	2.34*
Expenditures:				
95020006101 SALARIES	.00	.00	.00	.00
95020006300 TRANSFER	.00	.00	.00	.00
95020006830 NATURAL AREAS MANAGEMENT	.00	.00	.00	.00
95020006850 PROJECT FUND EXPENSES	2,351,800.00	14,466.54	145,290.58	6.18
	2,351,800.00*	14,466.54*	145,290.58*	6.18*
Ending Balance 09/30/17			1,602,433.40	



Office of Jill Ferko
Kendall County Treasurer & Collector
111 West Fox Street
Yorkville, IL 60560

(630) 553-4124 Phone
(630) 553-4117 Fax

September 29, 2017

Kendall County Forest Preserve
111 West Fox Street
Yorkville IL 60560

Dear Mr. David Guritz:

As of September 29, 2017, the balance of Land Cash Funds for the Forest Preserve is \$78,017.88. To request the release of these funds a written request is required to the Kendall County Board.

We intend to report your balance on a quarterly basis or you may call at anytime.

Sincerely,

Jill Ferko
Kendall County Treasurer & Collector

FY 17-18 Budget Projections v/s 16-17 Actuals - DRAFT for KCFPD Operations Committee Review

Program Cost Center		FY 16-17 YTD REVENUES AND EXPENSES THROUGH SEPTEMBER 30, 2017									
		FY 15-16 Finals		FY 16-17 Budget							
				110 Camps	111 Lessons	112 B-Day Parties	113 Public Programs	114 Sunrise Center	FY 16-17 YTD		
REVENUES											
Program Fees	\$ 50,424	\$ 68,705	\$ 3,673	\$ 16,659	\$ 4,531	\$ 2,718	\$ 14,400	\$ 41,981	\$ 33,956		
Donations	\$ 467	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 267		
TOTAL	\$ 50,891	\$ 70,705	\$ 3,673	\$ 16,659	\$ 4,531	\$ 2,718	\$ 14,400	\$ 41,981	\$ 34,223		
EXPENDITURES											
Salaries (Admin.)											
Salaries (Horsecare)	\$ 29,298	\$ 39,210									
Salaries (Program)			\$ 1,507	\$ 20,353	\$ 2,054	\$ 1,197	\$ 9,098	\$ 34,210	\$ 24,144		
Benefits (Admin)								\$ -	\$ -		
Benefits (Horsecare)	\$ 4,818	\$ 5,939						\$ -	\$ -		
Benefits (Program)			\$ 177	\$ 2,879	\$ 328	\$ 146	\$ 1,393	\$ 4,924	\$ 3,994		
								\$ -	\$ -		
								\$ -	\$ -		
Volunteer Expense	\$ 168	\$ 800				\$ 183		\$ 183	\$ 168		
Promotions / Publicity	\$ -	\$ 2,500		\$ 200				\$ 200	\$ -		
Animal Care/Supplies	\$ 7,124	\$ 7,250	\$ 95	\$ 2,866	\$ 102		\$ 904	\$ 3,967	\$ 6,145		
Horse Acq. & Tack	\$ 1,800	\$ 160						\$ -	\$ 1,800		
Vet & Farrier	\$ 5,172	\$ 5,500		\$ 1,529	\$ 360			\$ 1,889	\$ 3,965		
Uniforms	\$ 606	\$ 225						\$ -	\$ 180		
Program Supplies	\$ 16	\$ 1,800	\$ 478		\$ 327			\$ 804	\$ 16		
								\$ -	\$ -		
TOTAL	\$ 49,002	\$ 63,384	\$ 2,257	\$ 27,827	\$ 3,170	\$ 1,527	\$ 11,396	\$ 46,176	\$ 40,413		
PROGRAM GAIN / (LOSS)	\$ 1,889	\$ 7,321	\$ 1,417	\$ (11,168)	\$ 1,361	\$ 1,191	\$ 3,004	\$ (4,195)	\$ (6,190)		
FY 16-17 Net Gain/(Loss) Targets		\$	\$ 546	\$ 4,013	\$ (2,900)	\$ (590)	\$ 6,252	\$ 7,321			
			YTD Net Difference from Budget Projections								
			\$ (11,516)								

**Special Event Permit Application
Kendall County Forest Preserve District**

Instructions: Please sign the form and return it, along with the appropriate insurance certificate to:

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

Please submit application at least two months prior to the Special Event.

Applicant Information:

Event Name: Hoover Ride

Organization: Fox River Trail Rider's
Association

Contact Person: Terry Benson

Address: 16383 US Hwy. 52 Newark, IL 60541
Street City State

County: Kendall
Zip

Telephone: Home: () _____ Cell: 630-780-7864

E-mail: 4btackshop@gmail.com

Special Event Information:

Name of Forest Preserve: Hoover Forest Preserve Date(s): June 24, 2017

Event: Fox River Trail Rider's Association Sponsored Ride

Estimated Attendance: Up to 80 trailers (Terry – please confirm)

Arrival Time (includes set-up): 9:00 AM

Departure Time (includes take down): 3:00 PM

Will this Special Event include:

A = \$ 50.00

- | | Yes | No |
|---|-----|----|
| 1. The use of temporary structures? | | X |
| 2. Collecting/Charging an entrance or registration fee? | | X |

3. Selling concessions/food? _____ X

Will this Special Event include: Yes No

A = \$ 50.00 (continued)

4. Selling goods and services? _____ X

5. Electronically amplified sound? _____ X

B = \$ 150.00

6. Business uses in Preserve? _____ X

7. Group larger than 250 people? _____ X

8. Extensive Use of grounds? _____ X

Permitted use of overflow parking for trailers.

C = \$ 250.00

9. Extensive Use of staff time? _____ X

10. Closes and/or limits part(s) of preserve to other users? _____ X

► Permittee will be charged only for the highest category (A, B, or C) that is checked.

Description of the Special Event, including details of any 'Yes' answers from above:

Fox Valley Trail Riders is requesting permitted use of parking areas and trails at Hoover Forest Preserve for a hosted trail ride on the designated horse trail at Hoover Forest Preserve.

Applicant's Signature: _____

Date: _____

Special Event Agreement
Kendall County Forest Preserve District

The Kendall County Forest Preserve District (District) and Fox Valley Trail Riders Association (Permittee) agrees as follows:

1. The Permittee shall meet the following insurance requirements:
 - A. Permittee shall have general liability coverage of \$1,000,000 per occurrence.
 - B. Certificates of Insurance must state the following: *The Kendall County Forest Preserve District is an additional insured on a primary and non-contributory basis.*
2. The Permittee shall pay the District \$50.00 for this approved Special Event Permit. Payment is due upon approval of permit.
3. The Permittee agrees to indemnify and hold harmless the District against any and all claims, losses, suits, and damages against the District arising, directly or indirectly out of the use of District premises or performance of this Special Event Agreement, specifically including claims resulting from any act or omission of the Permittee and the District, individually, and/or jointly and severally.
4. If concessions/food is to be sold at the Special Event, the vendors must comply with all requirements and regulations of the Illinois Department of Health and/or other governmental bodies having control over such vending operations, including the Kendall County Health and Human Services Department. The vendor shall possess all food and beverage dispensing licenses, taxes, and permits that are required by law.
5. The Permittee shall limit the Special Event activities to those described in the Special Use Permit Application.
6. The Permittee shall follow all District rules and regulations (see attached).
7. The Special Event Permit and the Permittee shall be present on-site at the Special Event.
8. The attached itinerary shall be a part of the Special Event Agreement.

Kendall County Forest Preserve District:

Signed: _____, Director / President

Permittee:

Signed: _____

Date: _____

To: Kendall County Operations Committee

From: Emily Dombrowski, Environmental Education Coordinator

RE: NEW School Program Fee

Date: October 4, 2017

Wetlands are part of the foundation of our nation's water resources and are vital to the health of waterways and downstream communities. Through hands-on activities at Harris Forest Preserve students will participate in activities where they will learn that wetlands provide habitat for animals, help with flood control, and how wetland organisms provide indicators for pollution of nearby rivers and lakes. Students will learn how the health of the pond ecosystem interacts with the balance of nearby habitats while going on an interactive hike through the woods.

School Program	Length of Field Trip	Cost Per Student
Monitoring Wetlands (High School)	2 hours	\$10
Monitoring Wetlands (Middle School)	2 hours	\$10

Staff recommendation is to send the fees and charges to the Committee of the Whole for review and consideration.

To: Kendall County Forest Preserve District Operations Committee

From: Dave Guritz, Director

RE: Forest Foundation of Kendall County Updates

Date: October 4, 2017

The Forest Foundation of Kendall County is currently working on several initiatives:

- Examining, editing, and approving new bylaws
- Developing and promoting the Natural Beginnings Scholarship
- Consideration of local match support for the Little Rock Creek Forest Preserve acquisition project
- The Community Outreach Committee is currently in planning stages for future events they will offer

Attached is the current Treasurer's report as well as reimbursements and grants that the Forest Preserve District has received recently from the Foundation.

9/1/17

[illegible]

Submitted: Rich Dombrowski - Treasurer

Activity/Event	Actual Costs	Request for Foundation Reimbursement
Volunteer Appreciation	\$688.84	\$344.42
Maple Syrup Program (maple syrup costs)	\$63.20	\$63.20
Hoover Nature Playspace	\$574.67	\$574.67
Flowers (Judy Himes)	\$90.00	\$45.00
Native Plant Sale Ad	\$107.13	\$107.13
	\$1,523.84	\$1,134.42

Type of Binocular	Price	Quantity	Total	Actual Costs
Bushnell Binoculars	\$ 32.30	35	\$ 1,130.50	\$ 1,123.15
Kidnoculars	\$ 11.96	16	\$ 191.36	\$ 181.74
			\$ 1,321.86	\$ 1,304.89

To: Kendall County Forest Preserve District Operations Committee
From: David Guritz, Executive Director
Date: October 4, 2017
RE: FY 17-18 Preliminary Operating and Capital Fund Budgets

Operating Fund Budget Narrative

The preliminary budget anticipates a 21% increase in costs for medical insurance, 2% increase in costs for dental insurance, and includes salary calculations for the additional pay period that will impact the FY 17-18 budget on a cash-basis for accounting.

Incurring these costs within the budget will better prepare the District for the \$30,000.00 operational income loss anticipated from the cropland conversion within the Fox River Bluffs Forest Preserve scheduled for FY 19-20.

The preliminary budget anticipates staff restructuring of the environmental education department to establish a Manager of Environmental Education services (excluding Natural Beginnings), eliminates the second Equestrian Center Coordinator position, and anticipates that Ellis House rental events will be coordinated by the Ellis House and Equestrian Center Manager based on current bookings for 2018. These steps are recommended in order to address the imbalances with part time support staff salary expenditures experienced for these programs within the current fiscal year.

Revenues for the Natural Beginnings program are reduced based on current year enrollment which is down four students compared to the previous year. Review of tuition fees approved in July of 2017 for the 17-18 school year need to be increased by \$100 per student per the Natural Beginnings Program Manager, Megan Gessler, citing that the Commission approved reduction was an oversight.

Farm License revenue for the upcoming year is reduced based on the cropland conversion of 45-acres at Henneberry Forest Preserve, and based on current the base rent and yield calculations formulas for the current contracts. A survey of current farm operators will be completed prior to approval of the budget to confirm that base rent will remain unchanged within the 2018 farm lease agreements.

The preliminary budget surplus projection is close to projections forecast within the FY 16-17 budget.

The number of wedding contracts for 2018 is down significantly from last year at this time (7 in the prior year compared to 3 in the current year). This situation is being carefully monitored for possible budget impacts either way going into next year, with a marked reduction in anticipated revenues within the preliminary budget for the upcoming fiscal year. Because of the significant reduction in anticipated revenues, restructuring of work flow, staff assignments, and personnel will need to be examined to achieve the figures presented in the preliminary budget. The budget assumes a reduced cost for security deposit returns based on the current contract count, and a \$15,000 gain in security deposit revenue for additional 2018 and 2019 wedding events. Depending on final budget decisions, there may or may not need to be a reduction in force decision made for the upcoming fiscal year, understanding that all initial client communications and work assignments will be rerouted through the main office to insure responsiveness to potential clients and fiscal accountability due to the proposed budget restrictions. Because all wedding support staff members are hourly part time staff, headcount can remain unchanged, with all assigned hours reduced based on the number of scheduled events in order to achieve the net projections for the program. This proposed restructure would provide an opportunity to shift marketing strategies to determine whether or not the service is sustainable beyond the 2019 program year. House rental functions can continue to help offset operational costs.

All District program services work to achieve the overall net gains projected within each program cost center. Revenues and expenditures are scheduled to provide sufficient appropriations if the target revenues are achieved. While there were some issues this year with salary imbalances, these issues are being addressed moving forward. Separately, the District's preliminary budget includes a 2.0% (average) salary increase, and also includes payment of those salaries for the additional pay period. The bulk of the overall salary increase projection is the result of factoring in the additional pay period.

Salary and benefit calculations are based on factoring in the additional pay period and account for the projected 21% increase in the health insurance premiums. Despite these increases, the District is projecting a FY 17-18 surplus within the preliminary budget which is on track with the previous projections for the past two years, with the District achieving a budget surplus over projections within each of the past two fiscal years.

With the support of the Board of Commissioner, the District has established a positive fund balance and policy following the audited (\$34,000) operating budget fund balance deficit, and successfully addressed the (\$150,000) on average budget deficit posted for each of the five years prior to FY 14-15.

The District's budget forecasts payment of staff at their equivalent annualized hourly salaries absent a final decision on how the District will handle the additional pay period based on the District's cash-basis for accounting. The preliminary budget was drafted to take these additional costs into account to insure that the budget is able to carry these costs. The District's personnel policy, which is the Kendall County personnel policy, states that annualized salaries are based on a 37.5 standard work week. Salary amounts in the preliminary budget have been adjusted to account for 54 work weeks of pay for all District full time staff members, and that portion of the part time staff that work a regular weekly schedule year round.

A follow-up report detailing the difference in cost associated with the additional pay period versus the increase in overall staff costs based on staff salary increases will be presented in order to fully consider the personnel budget for the upcoming year. A staff salary spreadsheet has been drafted and is tied to the preliminary budget figures. This document will be sent out to the Board for review once department head reviews have been completed.

Two proposed salary increase requests will be presented for consideration, which includes a promotional increase for the proposed Environmental Education Manager position, and a market-based adjustment for the District's Natural Resources Technician position.

The preliminary FY 17-18 operating budget does not currently include the proposed addition of a Pickerill-Pigott Forest Preserve Grounds Maintenance Worker, with this position's salary and benefit costs offset by a short term lease agreement of the Pickerill house.

Capital Fund Budget Narrative

The District's capital fund budgeted revenues include:

- Revenues from interest earnings
- The OSLAD-LWCF projected grant reimbursement total of \$748,250
- A \$50,000 place holder for possible donations and related expenditures for the Hoover Forest Preserve Nature Play Space project
- \$23,177 to account for the possible release of a bond held for trail improvements that were not completed by Jericho Builders at Blackberry Creek Forest Preserve.

The capital fund budget expenditures include:

- Administrative fees for debt-service fund escrow account management (Amalgamated Bank) and continuing disclosure services (Speer Financial),

- \$26,434 for consulting fees for Millbrook Bridge permitting (HLR Engineering) and grant consultant project support (Laura Stuart – Charles Shrader & Associates).

Capital fund contingencies include:

- \$50,000 for equipment purchases
- \$21,000 for trail improvements
- \$20,000 for road improvements

Capital fund project priorities include:

- Improvements and equipment replacements for Hoover Forest Preserve (\$47,450)
- Ellis house roof and exterior improvements (\$50,000)
- Master planning for Fox River Bluffs (\$7,500), Little Rock Creek (\$10,000 including funds for a phase I archaeological survey), Pickerill-Piggott (\$45,199 which includes payment of the 2017 prorated tax bill);
- \$50,000 for land acquisition at Henneberry Forest Preserve for possible purchase of a preserve maintenance access corridor
- \$17,950 representing the remaining contract amount owed to SemperFi Land, Inc. for the Henneberry Forest Preserve Restoration Project payable in FY 17-18
- \$748,250 for land acquisition of the Little Rock Creek Forest Preserve
- \$15,000 for a phase II archaeological survey of Millbrook South Forest Preserve
- \$400,000 for addressing Millbrook Bridge
- \$15,000 for grant-funded natural area restoration projects.

The status of the trail improvements contract for completion of the Route 34 trail, including the approved Kendall County trail grant reimbursement need to be reviewed.

The capital budget does not currently include possible expenditures associated with the Hoover Forest Preserve negotiated crossing agreement with OmniTRAX.

**Annual Operating Budget
For the Fiscal Year
2017-2018**



**Kendall County, Illinois
Forest Preserve District**

Kendall County Forest Preserve District
Annual
Operating Budget

Fiscal Year
2017-2018

December 1, 2017 - November 30, 2018

ADOPTED November xx, 2017

2017 FOREST PRESERVE COMMISSION

Judy Gilmour, President & Finance Committee Member

Matthew Prochaska, Vice President

Lynn Cullick, Finance Committee Chair

Robert Davidson, Finance Committee Member

Scott Gryder, Finance Committee Member

Matthew Kellogg, Finance Committee Member

Elizabeth E. Flowers

Tony Giles

Audra Hendrix

John P. Purcell

David Guritz

Director, Kendall County Forest Preserve District

Jill Ferko

County Treasurer

Wipfli LLP, Auditor

**FOREST PRESERVE FY18 BUDGET
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8	Fund 290 - 2009 Capital Projects Fund
9	Fund 950 - 2007 Capital Projects Fund

Debt Service Funds

10	Fund 310 - 2009 Debt Service Fund
11	Fund 320 - 2003/12 Debt Service Fund
13	Fund 960 - 2007/2015/2016/2017 Debt Service Fund

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION	ACTUAL 2016	BUDGET 2017	Est. Year End 11/30/2017	BUDGET 2018	% CHANGE IN BUDGET
Beginning Balance (est.)	249,695	324,587	317,671	354,672	9.3%
REVENUE					
270-1-000-1100 Current Tax	542,849	552,815	553,701	575,333	4.1%
270-1-000-1135 Interest Income	196	170	215	170	0.0%
270-1-000-1305 Bond Interest		-			
270-1-000-1325 Other Income	5,505	2,000	4,278	8,000	300.0%
270-1-000-1335 Donations - Administration	445	500	1,590	500	0.0%
270-1-100-1335 Donations - Ellis House					
270-1-110-1335 Donations - Ellis Center Camps		-			
270-1-111-1335 Donations - Ellis Equestrian Center	467	2,000		500	-75.0%
270-1-200-1335 Donations - Hoover	90				
270-1-300-1335 Donations - Environmental Education		500		500	0.0%
270-1-303-1335 Donations - Env. Educ. Natural Beginnings	950	2,000	4,879	2,000	0.0%
270-1-400-1335 Donations - Natural Area Volunteers		2,000	2,425	2,000	0.0%
270-1-500-1500 Picnic & Shelter Rental - Grounds & Natural Resources	6,530	6,200	5,055	6,200	0.0%
270-1-500-1503 Preserve Improvements - Grants	940	1,000		3,500	
270-1-000-1506 Public Programs Support Grants					
270-1-300-1507 Environmental Education Revenue					
270-1-301-1507 Env. Educ. - School Programs	29,504	35,960	26,699	33,000	-8.2%
270-1-302-1507 Env. Educ. - Camps	18,760	39,118	23,060	33,000	-15.6%
270-1-303-1507 Env. Educ. - Natural Beginnings	74,796	83,460	68,489	79,646	-4.6%
270-1-304-1507 Env. Educ. - Other Public Programs	1,575	4,000	3,473	6,000	50.0%
270-1-305-1507 Env. Educ. - Laws of Nature					
270-1-306-1507 Env. Educ. - Other Revenue					
270-1-200-1513 Hoover Revenue	245	2,000			
270-1-200-1513 Hoover Revenue (Yorkville Athletic Assoc. License)		2,000	2,000	2,250	
270-1-200-1513 Hoover Revenue (Residence Lease)		3,000	3,863	3,000	
270-1-201-1513 Hoover Bunkhouse Rental Rev	35,138	33,525	35,637	33,525	0.0%
270-1-202-1513 Hoover Campsite Rental Rev	6,150	4,500	4,970	4,500	0.0%
270-1-203-1513 Hoover Meadowhawk Rental Rev	12,294	10,500	10,906	10,500	0.0%
270-1-000-1514 Farm License Revenue	192,838	161,030	152,255	151,030	-6.2%
270-1-000-1518 Security Deposits					
270-1-100-1517 Security Deposit Rev - Ellis		-			
270-1-120-1517 Security Deposit Rev - Ellis Weddings	17,125	15,000	10,460	15,000	0.0%
270-1-121-1517 Security Deposit Rev - Ellis Other Rentals	1,375	600	2,485	600	
270-1-200-1518 Security Deposit Rev - Hoover					
270-1-201-1518 Security Deposit Rev - Hoover Bunkhouse	1,900	1,500	3,900	4,000	166.7%
270-1-202-1518 Security Deposit Rev - Hoover Campsite					
270-1-203-1518 Security Deposit Rev - Hoover Meadowhawk	5,724	5,000	7,412	6,500	30.0%
270-1-000-1519 Credit Card Revenue - All Preserves	1,463	3,300	1,818	3,300	
270-1-100-1519 Credit Card Revenue - Ellis		-			
270-1-200-1519 Credit Card Revenue - Hoover	40	-			
270-1-100-1570 Ellis Center House	1,969	-			
270-1-101-1570 Ellis Center Barn					
270-1-102-1570 Ellis Center Grounds		-			
270-1-110-1570 Ellis Center Camps	5,660	13,000	3,673	9,897	-23.9%
270-1-111-1570 Ellis Center Riding Lessons	33,378	24,905	23,975	25,130	0.9%
270-1-112-1570 Ellis Center Birthday Parties	9,619	9,500	6,085	9,500	0.0%
270-1-113-1570 Ellis Center Public Programs	166	2,100	2,578	2,520	20.0%
270-1-114-1570 Sunrise Center North License Agreement	1,600	19,200	19,200	24,600	28.1%
270-1-120-1570 Ellis Center Weddings	57,176	43,200	59,212	22,000	-49.1%
270-1-121-1570 Ellis Center Other Rentals	5,192	4,500	2,582	4,500	0.0%
270-1-130-1570 Ellis Center 5K Event	3,592	4,000	2,842	4,000	0.0%
Total Revenue	1,080,314	1,094,083	1,049,717	1,086,701	-0.7%

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION	ACTUAL 2016	BUDGET 2017	Est. Year End 11/30/2017	BUDGET 2018	% CHANGE IN BUDGET
PERSONNEL					
270-2-000-6101 Salary - Full Time Administration	123,789	126,330	125,310	131,806	4.3%
270-2-000-6102 Salary - Part Time Administration	4,842	4,000	1,623	6,200	55.0%
270-2-400-6101 Salary - Full Time Natural Area Volunteers		-			
270-2-500-6101 Salary - Full Time Grounds & Natural Resources	133,068	138,372	138,124	147,536	6.6%
270-2-500-6102 Salary - Part Time Grounds & Natural Resources	9,928	23,616	17,799	33,196	40.6%
Salary Part Time: Env. Education					
270-2-301-6128 Env. Educ. PT Salary - School Programs Expense	31,906	35,925	38,291	29,000	-19.3%
270-2-302-6128 Env. Educ. PT Salary - Camps Expense	16,689	26,075	17,228	26,600	2.0%
270-2-303-6128 Env. Educ. PT Salary - Natural Beginnings Expense	45,955	53,293	56,996	54,927	3.1%
270-2-304-6128 Env. Educ. PT Salary - Other Public Programs Expense	4,080	3,500	4,940	5,500	57.1%
270-2-305-6128 Env. Educ. PT Salary - Laws of Nature	1,656	1,750	1,456	1,750	0.0%
270-2-306-6128 Env. Educ. PT Salary - Other Expense	40		47		
Salary Part Time - Ellis					
270-2-100-6122 Salary PT - Ellis House	9,756	7,962	10,234	8,033	0.9%
270-2-101-6122 Salary PT - Ellis Barn	6,005	7,963	6,628	8,033	0.9%
270-2-102-6122 Salary PT - Ellis Grounds	12,048	15,925	16,036	16,066	0.9%
270-2-110-6122 Salary PT - Ellis Center Camps Expense	3,512	8,000	1,997	5,612	-29.9%
270-2-111-6122 Salary PT - Ellis Center Riding Lessons Expense	21,518	16,000	24,567	18,580	16.1%
270-2-112-6122 Salary PT - Ellis Center Birthday Parties Expense	4,268	6,456	2,350	3,816	-40.9%
270-2-113-6122 Salary PT - Ellis Center Public Programs Expense		1,890	966	1,190	-37.0%
270-2-114-6122 Salary PT - Ellis Sunrise License Agreement		6,864	10,386	14,456	110.6%
270-2-120-6122 Salary PT - Ellis Center Weddings Expense	17,136	11,197	17,992	8,158	-27.1%
270-2-121-6122 Salary PT - Ellis Center Other Rentals Expense	95	2,000			
270-2-130-6122 Salary PT - Ellis Center 5K Event Expense					
Salary Full Time: Hoover					
270-2-200-6126 Salary FT - Hoover Grounds	16,498	23,738	21,052	25,144	5.9%
270-2-201-6126 Salary FT - Hoover Bunkhouse	8,249	11,869	12,900	12,572	5.9%
270-2-202-6126 Salary FT - Hoover Campsite	4,124	5,935	6,450	6,286	5.9%
270-2-203-6126 Salary FT - Hoover Meadowhawk	4,125	5,935	6,450	6,286	5.9%
Salary Part Time: Hoover					
270-2-200-6127 Salary PT - Hoover Grounds	11,731	18,734	17,027	19,058	1.7%
270-2-201-6127 Salary PT - Hoover Bunkhouse	5,691	9,367	8,515	9,529	1.7%
270-2-202-6127 Salary PT - Hoover Campsite	2,711	4,684	4,258	4,764	1.7%
270-2-203-6127 Salary PT - Hoover Meadowhawk	2,893	4,684	4,247	4,764	1.7%
270-2-000-6115 Board Per Diem	4,410	4,000	3,133	3,200	-20.0%
Total Personnel	506,723	586,064	577,003	612,062	4.4%

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION		ACTUAL 2016	BUDGET 2017	Est. Year End 11/30/2017	BUDGET 2018	% CHANGE IN BUDGET
EMPLOYEE BENEFITS						
270-2-000-6300	IMRF/SS Expense - Administration (\$113k)	22,501	23,930	23,886	24,413	2.0%
270-2-200-6300	IMRF/SS Expense - Hoover Grounds	4,951	7,942	6,516	7,611	-4.2%
270-2-201-6300	IMRF/SS Expense - Hoover Bunkhouse	2,400	3,971	3,703	3,805	-4.2%
270-2-202-6300	IMRF/SS Expense - Hoover Campsite	1,192	1,986	1,693	1,902	-4.2%
270-2-203-6300	IMRF/SS Expense - Hoover Meadowhawk	1,220	1,986	1,879	1,902	-4.2%
270-2-300-6300	IMRF/SS Fund Expense - Env. Education					
270-2-301-6300	IMRF/SS Fund Expense - Env. Education School Programs	4,229	5,124	4,548	4,146	-19.1%
270-2-302-6300	IMRF/SS Fund Expense - Env. Education Camps	1,800	3,719	1,893	3,500	-5.9%
270-2-303-6300	IMRF/SS Fund Expense - Env. Education Natural Beginnings	7,443	8,667	9,055	8,490	-2.0%
270-2-304-6300	IMRF/SS Fund Expense - Env. Education Other Public Programs	635	500	639	722	44.4%
270-2-305-6300	IMRF/SS Fund Expense - Env. Education Laws of Nature	207	250	225	222	-11.2%
270-2-306-6300	IMRF/SS Fund Expense - Env. Education Other Expenses	6	10	4	10	0.0%
270-2-400-6300	IMRF/SS Expense - Natural Area Volunteers					
270-2-500-6300	IMRF/SS Expense - Grounds & Nat. Resources	24,652	29,230	28,446	30,536	4.5%
270-2-100-6301	IMRF & SS Expense - Ellis House	1,632	1,330	1,714	1,308	-1.7%
270-2-101-6301	IMRF & SS Expense - Ellis Barn	920	1,330	1,157	1,308	-1.7%
270-2-102-6301	IMRF & SS Expense - Ellis Grounds	1,928	2,660	2,555	2,616	-1.7%
270-2-110-6301	IMRF & SS Expense - Ellis Center Camps Expense	461	1,164	239	430	-63.1%
270-2-111-6301	IMRF & SS Expense - Ellis Center Riding Lessons Expense	3,550	2,327	3,521	1,422	-38.9%
270-2-112-6301	IMRF & SS Expense - Ellis Center Birthday Parties Expense	807	1,164	399	292	-74.9%
270-2-113-6301	IMRF & SS Expense - Ellis Center Public Programs Expense			129	91	
270-2-114-6301	IMRF & SS Expense - Sunrise Center North		1,284	1,636	1,106	-13.9%
270-2-120-6301	IMRF & SS Expense - Ellis Center Weddings Expense	2,967	2,000	3,087	624	-68.8%
270-2-121-6301	IMRF & SS Expense - Ellis Center Other Rentals Expense	18	200			-100.0%
270-2-130-6301	IMRF & SS Expense - Ellis Center 5K Event Expense	65	67		67	0.0%
270-2-000-6839	Medical Insurance - Administration	17,633	19,775	18,872	33,887	71.4%
270-2-200-6839	Medical Insurance - Hoover					
270-2-200-6839	Medical Insurance - Hoover Grounds	9,607	5,117	4,842	5,805	13.4%
270-2-201-6839	Medical Insurance - Hoover Bunkhouse	4,803	2,559	2,421	2,902	13.4%
270-2-202-6839	Medical Insurance - Hoover Campsite	2,402	1,279	1,211	1,451	13.4%
270-2-203-6839	Medical Insurance - Hoover Meadowhawk	2,726	1,279	1,211	1,451	13.4%
270-2-400-6839	Medical Insurance - Natural Area Volunteers					
270-2-500-6839	Medical Insurance - Grounds & Nat. Resources	28,063	39,348	29,620	35,216	25.5%
270-2-000-6838	Transfer to KC General Liability Insurance	42,316	42,079	42,079	42,079	-0.6%
270-2-000-6838	Insurance Claim Deductible Repayment to KC	64,155	5,000		5,000	-92.2%
270-2-000-6859	Insurance Deductible		10,000		10,000	
Total Employee Benefits		255,285	227,277	197,181	234,314	3.1%

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION		ACTUAL 2016	BUDGET 2017	Est. Year End 11/30/2017	BUDGET 2018	% CHANGE IN BUDGET
<u>CONTRACTUAL</u>						
270-2-000-6151	Contractual Recorder					
270-2-000-6203	Dues/Memberships	1,590	1,600	2,020	1,000	-37.5%
270-2-000-6204	Conferences	1,677	2,000	966	2,000	0.0%
270-2-500-6207	Telephone - Grounds & Natural Resources	11,040	10,890	11,046	10,890	0.0%
270-2-000-6209	Legal Publications	80	400	483	400	0.0%
270-2-000-6215	Contractual Services (RecPro Software)	1,500	3,550	1,500	1,500	-57.7%
270-2-000-6549	Audit	7,500	7,500	7,500	7,500	0.0%
270-2-500-6847	Refuse Pickup - Grounds & Natural Resources	8,058	7,750	8,163	7,750	0.0%
270-2-000-6834	Farm Lease Contract Expense	683	500		500	0.0%
270-2-120-7078	Refuse Pickup - Ellis	1,604	1,700	1,292	1,300	-23.5%
270-2-000-7079	Environmental Education Presenters		1,600	1,600	1,600	0.0%
270-2-110-7084	Veterinarian & Farrier - Ellis Camps	1,148	1,375	-	1,000	-27.3%
270-2-111-7084	Veterinarian & Farrier - Ellis Riding Lessons	2,877	2,750	1,529	2,400	-12.7%
270-2-112-7084	Veterinarian & Farrier - Ellis Birthday Parties	1,148	1,375	190	1,000	-27.3%
270-2-113-7084	Veterinarian & Farrier - Ellis Public Programs		-			
270-2-100-7085	Memberships - Ellis House					
270-2-101-7085	Memberships - Ellis Barn					
270-2-102-7085	Memberships - Ellis Grounds					
270-2-120-7089	Event Tent Lease - Ellis Weddings	17,400	17,400	15,255	15,255	-12.3%
270-2-000-7090	Credit Card Fee	1	3,300	2,646	3,300	0.0%
Total Contractual		56,305	63,690	54,191	57,395	-9.9%

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION		ACTUAL 2016	BUDGET 2017	Est. Year End 11/30/2017	BUDGET 2018	% CHANGE IN BUDGET
COMMODITIES						
270-2-000-6200	Office Supplies & Postage	8,283	12,000	9,926	10,500	-12.5%
270-2-500-6217	Fuel - Gas & Oil	13,055	17,500	12,162	13,500	-22.9%
270-2-000-6240	Uniforms	177	75			
270-2-500-6240	Uniforms	1,631	1,500	1,396	1,500	0.0%
270-2-000-6351	Electric	2,660	2,700	3,151	4,000	48.1%
270-2-400-6835	Natural Area Volunteer Supplies	72	500	634	500	0.0%
270-2-000-6843	Promotion/Publicity	3,904	6,000	7,584	6,000	0.0%
270-2-000-6844	Newsletter	192	400	-	400	0.0%
270-2-500-6848	Gas - Grounds & Natural Resources	2,139	2,500	2,140	2,000	-20.0%
270-2-300-6849	Environmental Education					
270-2-301-6849	Env. Educ. - School Programs Expense	366	950	366	400	-57.9%
270-2-302-6849	Env. Educ. - Camps Expense	4,437	3,000	4,437	2,000	-33.3%
270-2-303-6849	Env. Educ. - Natural Beginnings Expense	3,213	4,000	3,323	4,000	0.0%
270-2-304-6849	Env. Educ. - Other Public Programs Expense	620	700	620	500	-28.6%
270-2-305-6849	Env. Educ. - Laws of Nature Expense	815	750	816	700	-6.7%
270-2-306-6849	Env. Educ. - Other Expense (Contractual Instr.)	1,250	-			
270-2-400-6856	Natural Area Mgt Supplies					
Utilities & Maintenance - Hoover						
270-2-200-6860	Hoover - Gas	4,067	5,000	4,067	5,000	0.0%
270-2-200-6861	Hoover - Electric	16,366	18,000	16,366	18,000	0.0%
270-2-200-6862	Hoover - Other Utilities	4,748	6,500	6,746	6,500	0.0%
270-2-200-6863	Hoover - Shop Supplies	817	1,100	2,142	1,100	0.0%
270-2-200-6864	Hoover - Building Maintenance	12,859	9,800	12,859	9,800	0.0%
270-2-200-6865	Hoover - Grounds Maintenance	3,383	4,500	6,764	4,500	0.0%
270-2-200-6866	Hoover - Other Expenses	2,042	3,000	2,726	3,000	0.0%
Utilities - Ellis						
270-2-100-7076	Utilities - Ellis House	9,679	7,650	9,679	6,000	-21.6%
270-2-101-7076	Utilities - Ellis Barn	3,697	7,650	3,084	6,000	-21.6%
270-2-102-7076	Utilities - Ellis Grounds					
270-2-100-7077	Office Supplies & Postage - Ellis House	1,408	1,300	929	1,000	-23.1%
270-2-100-7079	Volunteer Expense - Ellis					
270-2-113-7079	Volunteer Expense - Ellis Public Programs	168	800	244	300	-62.5%
Promotion/Publicity - Ellis						
270-2-110-7081	Promotion/Publicity - Ellis Camps		500		250	-50.0%
270-2-111-7081	Promotion/Publicity - Ellis Riding Lessons		1,000	200	500	-50.0%
270-2-112-7081	Promotion/Publicity - Ellis Birthday Parties		1,000	851	500	-50.0%
270-2-113-7081	Promotion/Publicity - Ellis Public Programs					
270-2-120-7081	Promotion/Publicity - Ellis Weddings	3,190	2,000	3,190	2,000	0.0%
270-2-121-7081	Promotion/Publicity - Ellis Other Rentals					
270-2-130-7081	Promotion/Publicity - Ellis Sk		500		500	0.0%
Animal Care & Supplies - Ellis						
270-2-110-7082	Animal Care & Supplies - Ellis Camps	771	700		350	-50.0%
270-2-111-7082	Animal Care & Supplies - Ellis Riding Lessons	5,502	700	5,254	600	-14.3%
270-2-112-7082	Animal Care & Supplies - Ellis Birthday Parties	851	1,050	-	650	-38.1%
270-2-113-7082	Animal Care & Supplies - Ellis Public Programs					
270-2-114-7082	Animal Care & Supplies - Sunrise Center North		4,800	625	3,400	-29.2%
Horses Acquisition & Tack - Ellis						
270-2-110-7083	Horses Acquisition & Tack - Ellis Camps		40	-	40	0.0%
270-2-111-7083	Horses Acquisition & Tack - Ellis Riding Lessons	1,800	40	-	40	0.0%
270-2-112-7083	Horses Acquisition & Tack - Ellis Birthday Parties		80	-	80	0.0%
270-2-113-7083	Horses Acquisition & Tack - Ellis Public Programs			-		
Uniforms - Ellis						
270-2-110-7086	Uniforms - Ellis Camps	120	75	-	50	-33.3%
270-2-111-7086	Uniforms - Ellis Riding Lessons	60	75	-	50	-33.3%
270-2-112-7086	Uniforms - Ellis Birthday Parties		75	-	50	-33.3%
270-2-113-7086	Uniforms - Ellis Public Programs		-	-		

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION		ACTUAL 2016	BUDGET 2017	Est. Year End 11/30/2017	BUDGET 2018	% CHANGE IN BUDGET
270-2-120-7086	Uniforms - Ellis Weddings		75	-	50	-33.3%
	Program Supplies - Ellis					
270-2-110-7087	Program Supplies - Ellis Camps	16	600	478	600	0.0%
270-2-112-7087	Program Supplies - Ellis Birthday Parties	426	1,200	327	700	-41.7%
270-2-113-7087	Program Supplies - Ellis Public Programs					
270-2-130-7087	Program Supplies - Ellis 5K	1,349	1,500	134	500	-66.7%
270-2-500-7089	Supplies - Shop	3,128	5,500	2,818	5,000	-9.1%
	Total Commodities	119,259	139,385	126,036	123,110	-11.7%
	OTHER					
270-2-000-3913	Contingency		11,253	-	10,000	-11.1%
270-2-000-6216	Equipment - Administration			130		
270-2-500-6216	Equipment - Grounds & Natural Resources	12,863	12,000	6,637	12,000	0.0%
270-2-000-6853	Preserve Improvements	5,820	1,200	1,906	1,200	0.0%
270-2-500-6837	Preserve Improvements - Grounds & Natural Resources	4,426	5,500	5,721	5,500	0.0%
270-2-500-6853	Preserve Improvements - Grounds & Natural Resources	1,200				
270-2-000-6854	Contributions	500				
270-2-500-6856	Natural Areas Management Supplies					
	Grounds & Maintenance Equipment - Ellis					
270-2-100-7080	Grounds & Maint. - Ellis House	9,569	8,000	6,189	5,500	-31.3%
270-2-101-7080	Grounds & Maint. - Ellis Barn	1,648	2,000	2,756	2,000	0.0%
270-2-102-7080	Grounds & Maint. - Ellis Grounds	6,219	2,320	7,354	5,500	137.1%
270-2-000-7088	Security Deposit Refunds	756		-		
270-2-120-7088	Security Deposit Refunds - Ellis Weddings	18,425	15,000	10,460	3,000	-80.0%
270-2-121-7088	Security Deposit Refunds - Ellis House		600	2,485	600	0.0%
270-2-200-7088	Security Deposit Refunds - Hoover	8,800	6,500	11,312	6,500	0.0%
270-2-000-7090	Credit Card Fee Expense	4,439		-		
270-2-100-7090	Credit Card Fee Expense - Ellis					
270-2-110-7090	Credit Card Fee Expense - Ellis Camps		-			
270-2-111-7090	Credit Card Fee Expense - Ellis Riding Lessons		-			
270-2-112-7090	Credit Card Fee Expense - Ellis Birthday Parties	100	-			
270-2-113-7090	Credit Card Fee Expense - Ellis Public Programs		-			
270-2-120-7090	Credit Card Fee Expense - Ellis Weddings	1	-			
270-2-121-7090	Credit Card Fee Expense - Ellis Other Rentals		-			
270-2-130-7090	Credit Card Fee Expense - Ellis 5k					
270-2-200-7090	Hoover Credit Card Fee Expense		-			
	Total Other	74,766	64,373	54,950	51,800	-19.5%
	Total Expenditures	1,012,338	1,080,789	1,009,361	1,078,681	-0.2%
	Operating Surplus / (Deficit)	67,976	13,294	40,356	8,020	-39.7%
	Ending Balance	317,671	337,881	358,027	362,692	7.3%

Beginning Balance	249,695	324,587	317,671	354,672	9.3%
Total Revenue	1,080,314	1,094,083	1,049,717	1,086,701	-0.7%
Total Personnel	506,723	586,064	577,003	612,062	4.4%
Total Employee Benefits	255,285	227,277	197,181	234,314	3.1%
Total Contractual	56,305	63,690	54,191	57,395	-9.9%
Total Commodities	119,259	139,385	126,036	123,110	-11.7%
Total Other	74,766	64,373	54,950	51,800	-19.5%
Total Expenditure	1,012,338	1,080,789	1,009,361	1,078,681	-0.2%
Surplus / (Deficit)	67,976	13,294	40,356	8,020	-39.7%
Ending Balance	317,671	337,881	358,027	362,692	7.3%

KCFP Endowment Fund

ACCOUNT & DESCRIPTION		ACTUAL 2015	ACTUAL 2016	BUDGET 2017	8/31/2017 YTD 2017	BUDGET 2017	% CHANGE IN BUDGET
Beginning Balance		841,825	842,469	842,469	842,469	842,469	0.0%
REVENUE							
280-1-000-1135	Interest Income						
280-1-000-1320	Project Fund Revenue - Subat FP	644					
	Total Revenue	644	0	0	0	0	
EXPENDITURE							
280-2-000-6850	Project Fund Expense - Subat FP				0		
	Total Expenditure	0	0	0	0	0	
Revenue over/(under) Expenditure		644	0	0	0	0	
Ending Balance		842,469	842,469	842,469	842,469	842,469	

Forest Preserve Capital Projects - Series 2009

ACCOUNT & DESCRIPTION		ACTUAL 2015	ACTUAL 2016	BUDGET 2017	8/31/2017 YTD 2017	BUDGET 2018	% CHANGE IN BUDGET
Beginning Balance		19,573	19,586	19,594	19,596	19,603	0.0%
REVENUE							
290-1-000-1135	Interest Income	13	10		7		
290-1-000-1325	2009 Bond Proceeds						
290-1-000-1515	Project Fund Deposit		1,552		0		
	Total Revenue	13	1,562	0	7	0	
EXPENDITURE							
290-2-000-6850	Project Fund Expense		1,552	19,594	0	19,603	
	Total Expenditure	0	1,552	19,594	0	19,603	0.0%
Revenue over/(under) Expenditure		13	10	(19,594)	7	(19,603)	
TRANSFERS IN							
290-2-000-6300	Transfers In						
	Total Transfers In	0	0	0	0	0	
TRANSFERS OUT							
	Transfers Out						
	Total Transfers Out	0	0	0	0	0	
Ending Balance		19,586	19,596	0	19,603	(0)	

Forest Preserve Capital Projects - Series 2007

ACCOUNT & DESCRIPTION		ACTUAL 2015	ACTUAL 2016	BUDGET 2017	8/31/2017 YTD 2017	BUDGET 2018	% CHANGE IN BUDGET
Beginning Balance		2,646,645	1,008,685	948,948	1,691,966	1,611,252	69.8%
REVENUE							
950-1-000-1135	Interest Income	1,422	494	500	554	600	
950-1-000-1515	Land Acquisition Grant - OSLAD		750,000	1,500,000		748,250	
950-1-000-1515	Land Acquisition Grant - ICECF		2,000				
950-1-000-1515	Land Acquisition Grant - Grand Victoria	600,000					
950-1-000-1515	Land Acquisition Grant - TCF			750,000			
950-1-000-1515	Project Fund Deposit		14,205		16,040		
950-1-000-1515	Project Fund Deposit - FEMA			28,515	28,516		
950-1-000-1515	Project Fund Deposit - Pollinator Grant NFWF			15,000			
950-1-000-1515	Project Fund Deposit - Maramech Restoration F&W			5,000	5,000	5,000	
950-1-000-1515	Route 30 - IDOT Land Purchase			15,000			
950-1-000-1515	Trail Improvement Escrow Account			23,177		23,177	
950-1-000-1515	Donations			50,000		50,000	
Total Revenue		601,422	766,699	2,387,192	50,110	827,027	-65.4%
EXPENDITURE							
950-2-000-6101	Salaries	24,913	506				
950-2-400-6855	Natural Areas Management		2,496	60,000		15,000	
950-2-400-6856	Natural Areas Supplies			5,000		5,000	
95-02-000-6850	Equipment Replacement Contingency			50,000	5,435	61,950	
950-2-000-6850	Land Acquisition			1,500,000	1,528	798,250	
950-2-000-6850	Preserve Improvements		23,145	80,800	112,020	134,199	
950-2-000-6850	Building Improvements		31,398	62,000	3,745	69,000	
950-2-000-6850	Cropland Conversion		9,149	270,000	15	17,950	
950-2-000-6850	Project Fund Expense	2,349,192	16,724	389,000	8,082	499,334	
Total Expenditure		2,374,104	83,418	2,416,800	130,824	1,600,683	-33.8%
Revenue over/(under) Expenditure		(1,772,682)	683,281	(29,608)	(80,714)	(773,656)	
TRANSFERS IN							
950-1-000-1305	Transfers In - Land Acquisition	421,886					
Total Transfers In		421,886	0	0	0	0	
TRANSFERS OUT							
950-2-000-6300	Transfers Out - FP Operating	287,164		50,000			
Total Transfers Out		287,164	0	50,000	0	0	
Ending Balance		1,008,685	1,691,966	869,340	1,611,252	837,596	96.3%

Forest Preserve Debt Service Fund - Series 2009

ACCOUNT & DESCRIPTION		ACTUAL 2015	ACTUAL 2016
Beginning Balance		1,552	1,552
REVENUE			
310-1-000-1100	Current Tax		
310-1-000-1135	Interest Income		
Total Revenue		0	0
EXPENDITURE			
310-2-000-6650	Other Expenses		1,552
310-2-000-6865	Debt Service - Interest		
310-2-000-6870	Debt Service - Principal		
Total Expenditure		0	1,552
Revenue over/(under) Expenditure		0	(1,552)
Ending Balance		1,552	0

Forest Preserve Debt Service Fund - Series 2003/2012

ACCOUNT & DESCRIPTION		ACTUAL 2015	ACTUAL 2016	BUDGET 2017	8/31/2017 YTD 2017	BUDGET 2018	% CHANGE IN BUDGET
Beginning Balance		881,488	866,887	878,770	883,431	720,181	-18.0%
REVENUE							
320-1-000-1100	Current Tax	352,539	391,081	397,800	223,878	402,900	
320-1-000-1135	Interest Income	666	663	500	397	500	
	Total Revenue	353,204	391,744	398,300	224,276	403,400	1.3%
EXPENDITURE							
320-2-000-6650	Other Expenditure						
320-2-000-6865	Debt Service - Interest 2003	4,505	38,625				
320-2-000-6870	Debt Service - Principal 2003	265,000					
320-2-000-6875	Debt Service - Interest 2012	83,300	41,575	72,525	72,525	62,850	
320-2-000-6880	Debt Service - Principal 2012	15,000	295,000	315,000	315,000	330,000	
	Total Expenditure	367,805	375,200	387,525	387,525	392,850	1.4%
Revenue over/(under) Expenditure		(14,601)	16,544	10,775	(163,249)	10,550	
Ending Balance		866,887	883,431	889,545	720,181	730,731	-17.9%

Forest Preserve Debt Service 2003/2012

\$2,925,000 G. O. Bonds, Refunding Bonds
Forest Preserve, Series 2012

Date of Issuance October 4, 2012
 Date of Maturity July 15, 2023
 Payable July 1 & July 15

Debt Service Schedule

Date		Principal	Interest	Debt Service
1/1/2013	2003 Bonds	235,000	12,453	247,453
7/1/2013			8,693	8,693
1/1/2014		250,000	8,692	258,692
7/1/2014			4,505	4,505
1/1/2015		265,000	4,505	269,505
2003 Total		750,000	38,848	788,848
1/1/2013	2012 Bonds	25,000	20,360	45,360
7/1/2013			41,875	41,875
1/1/2014		15,000	41,875	56,875
7/1/2014			41,725	41,725
1/1/2015		15,000	41,725	56,725
7/1/2015			41,575	41,575
1/1/2016		295,000	41,575	336,575
7/1/2016			38,625	38,625
1/1/2017		315,000	38,625	353,625
7/1/2017			33,900	33,900
1/1/2018		330,000	33,900	363,900
7/1/2018			28,950	28,950
1/1/2019		345,000	28,950	373,950
7/1/2019			23,775	23,775
1/1/2020		365,000	23,775	388,775
7/1/2020			18,300	18,300
1/1/2021		385,000	18,300	403,300
7/1/2021			12,525	12,525
1/1/2022		405,000	12,525	417,525
7/1/2022			6,450	6,450
1/1/2023		430,000	6,450	436,450
7/1/2023				
2012 Total		2,925,000	595,760	3,520,760
Totals		3,675,000	634,608	4,309,608

Forest Preserve Debt Service Fund - Series 2007/2015/2016/2017

ACCOUNT & DESCRIPTION	ACTUAL 2015	ACTUAL 2016	BUDGET 2017	8/31/2017 YTD 2017	BUDGET 2018	% CHANGE IN BUDGET
Beginning Balance	2,809,040	3,520,001	3,252,372	3,678,868	2,392,965	-26.4%
REVENUE						
960-1-000-1100 Current Tax	3,708,769	3,769,358	4,031,990	2,263,657	4,028,823	
960-1-000-1135 Interest Income	967	846	500	392	500	
960-1-000-1621 Refunding Bond Issue		234,019				
960-1-000-1622 Refunding Cost of Issuance		3,691				
Total Revenue	3,709,736	4,007,914	4,032,490	2,264,049	4,029,323	-0.1%
EXPENDITURE						
960-2-000-6650 Other Expenditure						
960-2-000-6865 Debt Service - Interest 2007	1,998,775	1,714,675	1,174,638	658,944	52,500	
960-2-000-6870 Debt Service - Principal 2007	1,000,000	1,500,000	1,700,000	1,700,000	2,100,000	
960-2-000-6875 Debt Service - Interest 2015		409,371	358,355	358,355	357,676	
960-2-000-6880 Debt Service - Principal 2015		225,000	40,000	40,000	40,000	
960-2-000-6885 Debt Service - Interest 2016			340,639	340,639	305,788	
960-2-000-6890 Debt Service - Principal 2016			280,000	280,000	90,000	
960-2-000-6895 Debt Service - Interest 2017				172,015	945,100	
960-2-000-6900 Debt Service - Principal 2017					380,000	
Total Expenditure	2,998,775	3,849,046	3,893,631	3,549,953	4,271,064	9.7%
Revenue over/(under) Expenditure	710,961	158,868	138,859	(1,285,904)	(241,742)	-274.1%
Ending Balance	3,520,001	3,678,868	3,391,231	2,392,965	2,151,223	-36.6%

Forest Preserve Debt Service Refunding Series 2007/2015/2016/2017

\$45,000,000 G.O. Bonds, Series 2007	\$9,360,000 G. O. Bonds, Series 2015	\$9,270,000 G. O. Bonds, Series 2016	\$19,130,000 G. O. Bonds, Series 2017
Date of Issuance July 15, 2007	July 1, 2015	May 1, 2016	April 26, 2017
Date of Maturity January 1, 2027	January 1, 2027	January 1, 2026	January 1, 2024
Payable January 1 & July 1	January 1 & July 1	January 1 & July 1	January 1 & July 1

Debt Service Schedule

Date	Original 2007 Bond Issue				2007 Bond Not Refunded				2015 Bond Refunding				2016 Bond Refunding				2017 Bond Refunding			
	Principal	Interest	Debt Service	Debt	Principal	Interest	Debt Service	Debt	Principal	Interest	Debt Service	Debt	Principal	Interest	Debt Service	Debt	Principal	Interest	Debt Service	Date
7/1/2008		1,245,267	1,245,267	1,245,267																7/1/2008
7/1/2009		1,143,613	1,143,613	1,143,613																7/1/2009
7/1/2010		1,143,613	1,143,613	1,143,613																7/1/2010
7/1/2011		1,143,613	1,143,613	1,143,613																7/1/2011
7/1/2012		1,143,613	1,143,613	1,143,613																7/1/2012
7/1/2013		1,143,613	1,143,613	1,143,613																7/1/2013
7/1/2014		1,143,613	1,143,613	1,143,613																7/1/2014
7/1/2015		1,143,613	1,143,613	1,143,613																7/1/2015
7/1/2016		1,143,613	1,143,613	1,143,613																7/1/2016
7/1/2017		1,143,613	1,143,613	1,143,613																7/1/2017
7/1/2018		1,143,613	1,143,613	1,143,613																7/1/2018
7/1/2019		1,143,613	1,143,613	1,143,613																7/1/2019
7/1/2020		1,143,613	1,143,613	1,143,613																7/1/2020
7/1/2021		1,143,613	1,143,613	1,143,613																7/1/2021
7/1/2022		1,143,613	1,143,613	1,143,613																7/1/2022
7/1/2023		1,143,613	1,143,613	1,143,613																7/1/2023
7/1/2024		1,143,613	1,143,613	1,143,613																7/1/2024
7/1/2025		1,143,613	1,143,613	1,143,613																7/1/2025
7/1/2026		1,143,613	1,143,613	1,143,613																7/1/2026
7/1/2027		1,143,613	1,143,613	1,143,613																7/1/2027
Totals	45,000,000	34,999,142	79,999,142	79,999,142	7,200,000	20,263,786	27,463,786	27,463,786	9,360,000	4,032,234	13,392,234	13,392,234	9,270,000	2,633,257	11,903,257	11,903,257	19,130,000	4,288,615	23,398,615	

	Principal	Interest	Savings	Total
2007 Bond Issue	\$45,000,000	\$34,999,142	\$79,999,142	
2007 Not Refunded	-7,200,000	-20,263,786	-27,463,786	
2015 Refunding Bonds	-9,360,000	-4,032,234	-13,392,234	
2016 Refunding Bonds	-9,270,000	-2,633,257	-11,903,257	
2017 Refunding Bonds	-19,130,000	-4,288,615	-23,398,615	
	\$40,000	\$3,801,250	\$3,841,250	

**KENDALL COUNTY FOREST PRESERVE DISTRICT
JOB DESCRIPTION**

CLASS TITLE: Environmental Education Program Manager

WAGE CATEGORY: FLSA Non-Exempt

REPORTS TO: Director of the Kendall County Forest Preserve District

EFFECTIVE DATE: November 21, 2017

SUMMARY:

Oversee the development and day-to-day management of Environmental Education programming including school and scout programs, teacher education, and other public program offerings (collectively "Public Programs"), for the Kendall County Forest Preserve District ("District"). This position assists with the development and delivery of summer programs for children.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Develop curriculum and themed programs that are developmentally appropriate for all relevant age groups and ability levels, including young children and individuals with disabilities, and reflects the natural and cultural history of Kendall County.
- Assist with the development and management of the District's annual budget.
- Establish program policies, performance goals, and objectives for school, scout and teacher education programs.
- Manage program reservations, registrations and invoicing with the District's Administrative Assistant. Enter program reservation data using the District's program reservation software system.
- Manage staff schedules and hours of employment.
- Train support staff in curricular program goals, objectives, and instructional methods.
- Address staff disciplinary issues in consultation with the Director of the District.
- Provide supervision to part-time instructors and volunteers in the District's educational programs.
- Maintain a safe and clean environment at all times and enforce all District safety rules and policies.
- Support marketing and public outreach efforts to promote the District and program services.
- Develop and maintain handbooks, brochures, packets, press releases, newsletters, and social media postings.
- Create and purchase supplies and materials needed for school, scout and teacher education programs.
- Work with, and provide program support and assistance to the Natural Beginnings Preschool Program Manager.
- Maintain professional collaboration with other nature-based administrators, community organizations, and environmental educators.
- Communicate effectively with District staff and the public.
- Manage District policies and processes to identify safety issues; reduce risk and liability exposure within school, scout, teacher education, and other public program offerings.
- Assist with basic animal care including feeding and tank/enclosure cleaning and Laws of Nature visitor center upkeep and exhibit development.
- Complete performance reviews for all part time environmental education instructors.
- Assist with development and implementation of the fiscal year program budget.
- Seek outside sponsors, grant program funding and community-based support for the District and environmental education programs and events.
- Provide first aid or take other emergency measures when necessary as indicated in student, volunteer and staff emergency protocol and procedures.
- Perform other duties as assigned.

SUPERVISORY RESPONSIBILITIES:

- This position supervises part-time instructors and volunteers in the District's school, scout, teacher education, and other public programs.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required for the position.

A. EDUCATION and/or EXPERIENCE:

- Bachelor's Degree in the field of education or environmental sciences or equivalent experience in the field of education or environmental sciences. May be actively pursuing a degree in the education, environmental sciences, or related field.
- Knowledge of education principals and practices.
- Experience in administration of an educational program preferred.
- Experience with instructing children in an educational setting preferred.
- Knowledge of Microsoft Office programs including, but not limited to, Excel, Word and PowerPoint.
- Ability to effectively and appropriately use the Internet and social media.
- Knowledge of office practices, principles of modern record keeping, and setup and maintaining filing systems.

B. LANGUAGE SKILLS:

- Ability to draft and present District curriculum.
- Ability to write routine reports and correspondence.
- Ability to speak effectively with the public, including individuals of all ages and ability levels, and employees of the District.
- Good knowledge of the English language, spelling and grammar.

C. MATHEMATICAL SKILLS:

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

D. REASONING ABILITY:

- Ability to employ safe work practices and use sound judgment while leading educational programs.
- Ability to complete projects from beginning to end with minimal supervision.
- Possess positive conservation ethic and respect towards living things and the natural environment.
- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

E. CERTIFICATES, LICENSES, REGISTRATIONS:

- Certificated teacher, substitute teacher or other teaching certification preferred. May be actively pursuing a education related degree or certification.
- Master Naturalist, Certified Interpretive Guide, or other environmental certification preferred. May be actively pursuing an environmentally related certificate.
- Current CPR/First Aid certification.
- All certificates and registrations required for the specific duties performed.

PHYSICAL DEMANDS:

- Employee must be able to sit, kneel, stand and bend.
- Employee must be able to walk on uneven terrain for extended periods of time.
- Employee must be able to provide instruction while walking outside and in varying weather conditions.
- Employee must be comfortable being outside in various types of weather for extended periods of time.
- Employee must occasionally lift and/or move up to 40 pounds.
- Employee must be able to use hands to handle or feel.
- Employee must be able to reach, push and pull with hands and arms.
- Employee must be able to talk and hear in person and via use of telephone.
- Specific vision abilities required by this job include close vision, depth perception and distance vision.

WORK ENVIRONMENT:

- Teaching will be held outside. The weather and temperature will not be consistent during the course of employment.
- The noise level in the work environment will vary from moderately quiet to loud.
- Employee must be able to perform all assigned job duties during normal business hours and after normal business hours, as required in the event of an emergency or special event.

- Employee may be required to provide own transportation to travel to and from meetings, training, conferences, and the various District preserves and locations.

The above information is not intended to be all-inclusive and can be expanded or modified as necessary.

Kendall County Forest Preserve District

DRAFT FOR OPERATIONS COMMITTEE REVIEW - 10-4-17

KENDALL COUNTY FOREST PRESERVE DISTRICT JOB DESCRIPTION

CLASS TITLE: Ellis Resident and Caretaker

WAGE CATEGORY: FLSA Non-Exempt

REPORTS TO: Executive Director and Ellis House and Equestrian Center Manager

EFFECTIVE DATE: November 7, 2017

SUMMARY:

Responsible for performing a variety of grounds maintenance and program support duties at Ellis House and Equestrian Center ("Ellis"). This position reports to the Executive Director and Ellis House and Equestrian Center Manager. The individual holding this position shall live on-site at Ellis.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The essential duties for this position shall include, but not be limited to, the following:

- Performs animal care duties including, but not limited to the following:
 - Assists with basic animal care including feeding and enclosure cleaning.
 - Performs basic horse care including handling, grooming, feeding and watering, pasture and feedlot turnout and stall turn-in, and cleaning of feedlot and stalls.
- Performs grounds and building maintenance and custodial services at Ellis including, but not limited to the following:
 - Performs a variety of horticultural tasks including, but not limited to manual weed control, tree and shrub trimming, planting, and pruning.
 - Gathers, loads, and hauls refuse and vegetation from grounds and user areas.
 - Removes snow and ice, and applies salt to District walkways utilizing manual methods.
 - Inspects, performs light cleaning, and reports maintenance issues and repair needs for the Ellis house.
- Performs facility rental functions at Ellis including, but not limited to the following:
 - Prepares special event facilities for reserved uses by performing duties including, but not limited to, locking/unlocking rental facilities; setting up for events and rental functions; and ensuring the facilities are clean and equipped as needed for all rental functions.
 - Assists with the coordination of the District's facility rentals program at Ellis including but not limited to weddings, conferences, parties, trade shows, business meetings and athletic events.
 - Supports coordination of contracted business services for facility rentals and program events including but not limited to catering firms, entertainers, decorators, and florists.
 - Assists with pre-event and post-event activities including trash receptacle staging and removal, trash cleanup, house cleaning, washroom supply stocking, and setup and take down of tables and chairs.
 - Assists with event coordination with District event support staff and volunteers.
 - Enforces District policy guidelines for use of District facilities.
- Participates in emergency preparedness and response activities as needed.
- Communicates District rules and regulations to the public, staff and volunteers.
- Serves as the year-round on-site resident and Ellis and must be available to perform duties before, during and after the District's regular business hours as well as weekends.
- Performs other duties as required or assigned.

SUPERVISORY RESPONSIBILITIES:

- No supervisory responsibilities at this time.

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QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required for the position.

A. EDUCATION and/or EXPERIENCE:

- High school diploma or general education degree (GED).
- A preferred minimum of two (2) years experience in a grounds and/or building custodial support or similar role, or equivalent combination of training and experience.
- Requires knowledge of grounds maintenance hand tools and use.

B. LANGUAGE SKILLS:

- Ability to read and interpret documents such as governmental regulations, material safety data sheets, equipment operating instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively with the public, employees and volunteers including individuals of all ages and ability levels.
- Requires good knowledge of the English language, spelling and grammar.

C. MATHEMATICAL SKILLS:

- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to measure volumes.

D. REASONING ABILITY:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

E. CERTIFICATES, LICENSES, REGISTRATIONS:

- A valid Driver's License.
- Current CPR/First Aid certification.
- All other training, certificates and registrations required for the specific duties performed.

PHYSICAL DEMANDS:

- Employee must frequently sit, stand, bend, reach, and carry.
- Employee must be able to successfully operate all District tools and equipment required to perform assigned job duties.
- Employee must frequently be able to walk and possibly run on uneven ground and rough terrain.
- Employee must frequently lift and/or move up to 50 pounds, and occasionally up to 75 pounds.
- Employee must be able to use hands and fingers to handle, feel, and operate equipment.
- Employee must be able to reach, push and pull with hands and arms.
- Employee must be able to talk and hear in person and via use of telephone.
- Specific vision abilities required by this job include close vision, depth perception and distance vision.

WORK ENVIRONMENT:

- The noise level in the work environment is usually low and occasionally moderate to loud due to rental events and equipment operational noise.
- Employee will be required to work in both indoor and outdoor work areas and may be subjected to all weather elements.
- Employee may be exposed to various chemicals such as pesticides and fertilizers while performing assigned job duties.

DRAFT FOR OPERATIONS COMMITTEE REVIEW - 10-4-17

- Employee will be required to travel to and from meetings and trainings at various District preserves and locations.
- Employee will be required to have frequent contact with animals, nature, volunteers and other members of the general public.
- Employee must be able to perform all assigned job duties during normal business hours and after normal business hours, as required in the event of an emergency or special event.
- Employee may be required to provide own transportation to travel to and from meetings and trainings, and various District preserves and locations.

The above information is not intended to be all-inclusive and can be expanded or modified as necessary.

Kendall County Forest Preserve District

**Kendall County Forest Preserve District
Ellis House Caretaker
Lease Agreement**

THIS AGREEMENT ("Lease Agreement") is made and entered into this 21ST day of November 2017, by and between the Kendall County Forest Preserve District ("District"), a unit of local government, ("Employee-Tenant") and Shannon Prette (referred to as "Tenant"), an individual currently residing at the Ellis House, 13986 McKanna Rd, Minooka, IL 60447, for and in consideration of the covenants and obligations contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. PURPOSE.

This Lease Agreement provides for the Tenants' possession and use of the Ellis House apartment and access to the Ellis House maintenance support areas including the first-level reception area and utility room, and the basement storage area, located at Baker Woods Forest Preserve – Ellis House and Equestrian Center 13986 McKanna Rd, Minooka, IL 60447 (hereinafter referred to as the "Residence"), an image of which is attached as Exhibit A, during the Employee-Tenant's employment as the Ellis House Caretaker by the District. By signing this Lease Agreement, the parties affirm their agreement that Employee-Tenant is required to live at the Residence as a condition of his continued employment by the District as the Ellis House Caretaker; the Residence is located on District property; and the Residence is provided for the convenience of the District by allowing Employee-Tenant to promptly respond to District needs at Ellis House and Equestrian Center outside of regular business hours. Also, this Lease Agreement confirms the parties' understanding and agreement that the Tenants' possession and use of the Residence is part of the Employee-Tenant's total wage and benefits compensation package as Ellis House Caretaker for the District. *Nothing in this Lease Agreement is intended to and/or does create a contract of employment, express or implied. Employee-Tenant's employment with the District is "at-will", which means Employee-Tenant's employment relationship may be terminated at any time, with or without cause.*

2. PROPERTY.

2.1 Leased Property. District owns certain real property and improvements consisting of the Residence. District desires to lease the Residence to Tenants upon the terms and conditions contained herein. Tenants desire to lease the Residence from District on the terms and conditions contained herein.

2.2 Personal Property. The District and Tenants each agree that any personal property, such as equipment, furniture, or other non-fixture items, purchased by either the Tenants or the District, either prior to or during the term of this Lease Agreement shall remain the personal property of the party who furnished the funds to purchase the personal property. All personal property of the Tenants shall be removed from the Premise at the termination of this Lease Agreement, unless otherwise agreed to in writing by the parties. Tenants specifically waive any claim of damage against the District for any personal property damaged as a result of an act of nature, including, but not limited to lightning strikes and floods. District is not

responsible for providing any personal property, equipment, furniture or other non-fixtured items to the Tenants.

3. **TERM.**

3.1 Term. The term of this Lease Agreement commences on the date of both parties' execution of this Lease Agreement and shall terminate immediately upon (a) the Employee-Tenant's separation of employment from the District; (b) the Employee-Tenant's reassignment to a different position at the District; or (c) one (1) year after the date of both parties' execution of this Lease Agreement, whichever occurs first.

3.2 Upon termination of the Lease Agreement, Tenants shall immediately vacate the Residence and shall have seven (7) calendar days to remove all personal property from the Residence, unless otherwise authorized and agreed to in writing by both parties. All obligations outstanding at the time of termination shall survive the Lease Agreement.

3.3 Early Termination. Either party may terminate this Lease Agreement upon providing thirty (30) calendar days written notice to the other party. Except that both parties may agree, in writing, to terminate the Lease Agreement at anytime and waive the thirty (30) days written notice.

4. **RENT.**

4.1 Rent. The rent for the Residence shall be eighty (\$80.00) per week. This amount includes the cost of Utilities as discussed in section 12 of this Lease Agreement. The weekly rent payment shall be due and owing on the Saturday immediately following the conclusion of the weekly rental period. For purposes of this Agreement, a week shall be Saturday through Friday. The parties agree that only a single monthly rent payment of three hundred forty six dollars and sixty-seven cents (\$346.67) shall be due and owing from Tenants to the District in any month that Employee-Tenant is employed by the District. The balance of the weekly rent value shall be considered a part of the Employee-Tenant's total compensation package during his or her employment with the District as Ellis House Caretaker. Weekends and holidays do not delay or excuse Tenants' obligation to timely pay rent.

4.2 Delinquent Rent. Rent is due no later than the first day of each month. If not paid by the due date, rent shall be considered overdue and delinquent. If Tenant fails to timely pay any monthly rent payment, Tenant will pay District a late charge of \$25.00 per day until rent is paid in full. If the District receives the rent within two (2) calendar days of the Due Date, the District will waive the late charges for that month. Any waiver of late charges under this paragraph will not affect or diminish any other right or remedy the District may exercise for Tenants' failure to timely pay rent.

4.3. Returned Checks. In the event any payment by Tenant is returned for insufficient funds ("NSF") or if Tenant stops payment, Tenant will pay \$25.00 to District for each such check, plus late charges, as described above, which will accrue until District has **received** payment. Furthermore, District may require in writing that Tenants pay all future Rent payments by cash, money order, or cashier's check.

4.4. Order in which funds are applied. The District will apply all funds received from Tenant first to any non-rent obligations of Tenant including late charges, returned check

charges, charge-backs for repairs, and brokerage fees, then to rent, regardless of any notations on a check.

5. SECURITY DEPOSIT.

5.1 Amount. Tenant shall deposit with the District the sum of two-hundred fifty dollars and no cents (\$250.00), receipt of which is hereby acknowledged by the District, as security for any damage caused to the Residence during the term hereof.

5.2 Refund. Upon termination of the Lease Agreement, all funds held by the District as security deposit may be applied to the payment of accrued rent and the amount of damages that the District has suffered by reason of the Tenants' noncompliance with the terms of this Lease Agreement or with any and all federal, State, or local laws, ordinances, rules, regulations, and orders affecting the cleanliness, use, occupancy and preservation of the Residence.

A. Deductions.

District may deduct reasonable charges from the security deposit for:

- (1) Unpaid or accelerated rent;
- (2) Late charges;
- (3) Unpaid utilities;
- (4) Costs of cleaning, deodorizing, and repairing the Residence and its contents for which Tenants are responsible;
- (5) Pet violation charges;
- (6) Replacing unreturned keys, garage door openers, or other security devices;
- (7) The removal of unauthorized locks or fixtures installed by Tenants;
- (8) Insufficient light bulbs;
- (9) Packing, removing, and storing abandoned property;
- (10) Removing abandoned or illegally parked vehicles;
- (11) Attorney fees and costs of court incurred in any proceeding against Tenants;
- (12) Any fee due for early removal of an authorized keybox; or
- (13) Other amounts Tenants are responsible to pay under this Lease Agreement.

- B. If deductions exceed the security deposit, Tenants will pay to District the excess within ten (10) calendar days after District makes written demand. The security deposit will be applied first to any non-rent items, including late charges, returned check charges, repairs, and brokerage fees, then to any unpaid rent.

6. USE OF RESIDENCE.

The Residence shall be used and occupied solely by Tenants and Tenants' immediate family. It shall be used exclusively as a private, single-family dwelling, and no part of the Residence shall be used at any time during the term of this Lease Agreement by Tenants or Tenants' immediate family for the purpose of carrying on any business (other than District business), profession, or trade of any kind, or for any purpose other than as a private, single-family dwelling. Tenants shall not allow any other person, other than Tenants' immediate family or transient relatives and friends who are guests of Tenants, to use or occupy the Residence without first obtaining District's written consent to such use or occupation. Tenants shall comply with any and all federal, State, and local laws, ordinances, rules, regulations, and orders affecting the cleanliness, use, occupancy and preservation of the Residence. Tenants

understand and agree that all residents and visitors of the Residence shall comply with the District's General Use Ordinance while on District property.

7. CONDITION OF RESIDENCE.

7.1 Original Condition. Tenants stipulate, represent, and warrant that Tenants have examined the Residence, and it is, at the time of execution of this Lease Agreement, in good order, in good repair, and in a safe, clean and habitable condition.

7.2 Surrender Condition. Upon termination of this Lease Agreement, Tenants shall surrender the Residence to District in good and broom-clean condition, excepting ordinary wear and tear. Tenants shall remove all of their personal property and any improvements installed by Tenants and required to be removed by the District. Tenants shall return all keys and property belonging to the District.

8. DEFAULTS & REMEDIES,

8.1 Tenants' Default. Tenants shall be in default in the event of any of the following: (a) if Tenants fails to perform any obligation to be performed by Tenants hereunder and such failure shall continue for thirty (30) calendar days after written notice by District; provided, however, if the nature of such default is such that the same cannot reasonably be cured within a thirty (30) calendar day period, then Tenants shall not be deemed to be in default if it shall commence such cure within such thirty (30) calendar day period, and, thereafter, rectify and cure such default with due diligence; or (b) if Tenants abandon or vacate the Residence or ceases to use the Residence for the stated purpose as set forth in this Lease Agreement.

8.2 Remedies in Default. In the event of a default by Tenants, District may pursue any remedies available to it at law or in equity, including injunction, at its option, without further notice or demand of any kind to Tenants or any other person. In the event of a default, the District may also immediately terminate this Lease Agreement and Tenants' right to possession of the Residence and recover possession of the Residence and remove all persons therefrom.

9. ASSIGNMENT AND SUB-LETTING.

Tenants shall not assign this Lease Agreement, or sub-let or grant any license to use the Residence or any part thereof without the District's prior written consent. An assignment, sub-letting, or license without the prior written consent of District or an assignment or sub-letting by operation of law shall be absolutely null and void and shall, at District's option, terminate this Lease Agreement.

10. ALTERATIONS AND IMPROVEMENTS.

Tenants shall make no structural repairs, alterations, or improvements of the Residence or construct any building or make any other improvements of the Residence without the prior written consent of District. Any and all alterations, changes, and/or improvements built, constructed, or placed on the Residence by Tenants shall, unless otherwise provided for by written agreement between District and Tenants, be at the Tenants' sole expense and shall become the sole property of the District and remain on the Residence at the termination of this Lease Agreement. At anytime during the term of this Lease Agreement, the District shall have the authority to make modifications, alterations, repairs, and improvements as it deems necessary and upon reasonable notice to Tenants.

11. HAZARDOUS MATERIALS.

Tenants shall not keep at the Residence any item of a dangerous, flammable or explosive character that might unreasonably increase the danger of fire or explosion at the Residence or that might be considered hazardous or extra hazardous by any responsible insurance company.

12. UTILITIES.

12.1 Costs. District shall be responsible for arranging and paying for the following utility services: internet, electricity, gas, and land-line telephone ("Utilities"). Tenants are responsible for all other desired services.

12.2 Failure, Stoppage, or Interruptions. District shall not be liable for, and Tenants shall not be entitled to, any damages, abatement, or reduction in rent value by reason of any interruption or failure in the supply of utilities, including, but not limited to interruptions or failures caused by lightning strikes and floods. No failure, stoppage, or interruption of any utility or service, including but not limited to lightning strikes and floods, shall be construed as an eviction of Tenants, nor shall it relieve Tenants from any obligation to perform any covenant or agreement under this Lease Agreement. In the event of any failure, stoppage, or interruption of utilities or services, District's shall use its reasonable efforts to attempt to restore all services promptly.

12.3 Installation of Equipment. Tenants agree that they shall not install any equipment that exceeds or overloads the capacity of the utility facilities serving the Residence, and that if equipment installed by Tenants requires additional utility facilities, installation of the same shall be at Tenants' expense, but only after District's written approval of same.

12.4 Compliance & Modifications. District shall be entitled to cooperate with the energy and water conservation efforts of governmental agencies or utility suppliers. District reserves the right from time to time to make modifications to the utility systems serving the Residence.

13. MAINTENANCE, REPAIR, AND RULES.

13.1 Maintenance Obligations. Tenants will, at their sole expense, keep and maintain the Residence and appurtenances in good and sanitary condition and repair during the term of this Lease Agreement and any renewal thereof. These obligations include, but are not limited to the following requirements:

- A. Not obstruct the driveways, sidewalks, courts, entry ways, stairs and/or halls, which shall be used for the purposes of ingress and egress only;
- B. Keep all windows, glass, window coverings, doors, locks and hardware in good, clean order and repair;
- C. Maintain the grounds and lawn area of the Residence, including regularly mowing the lawn.
- D. Not obstruct or cover the windows or doors;
- E. Not leave windows or doors in an open position during any inclement weather;

- F. Not hang any laundry, clothing, sheets, etc., from any window, rail, porch or balcony nor air or dry any of same within any yard area or space;
- G. Not cause or permit any locks or hooks to be placed upon any door or window without the prior written consent of District;
- H. Keep all air conditioning filters clean and free from dirt;
- I. Keep all lavatories, sinks, toilets, and all other water and plumbing apparatus in good order and repair and shall use same only for the purposes for which they were constructed. Tenants shall not allow any sweepings, rubbish, sand, rags, ashes or other substances to be thrown or deposited therein. Any damage to any such apparatus and the cost of clearing stopped plumbing resulting from misuse shall be borne by Tenants;
- J. Ensure Tenants' family and guests at all times maintain order in the Residence and at all places on the Residence, and shall not make or permit any loud or improper noises, or otherwise disturb other visitors and District users;
- K. Keep all radios, television sets, stereos, etc., turned down to a level of sound that does not annoy or interfere with other District users;
- L. Deposit all trash, garbage, rubbish or refuse in the locations provided at the Residence and not allow any trash, garbage, rubbish or refuse to be deposited or permitted to stand on the exterior of the Residence;
- M. Abide by and be bound by any and all rules and regulations affecting the Residence or Tenants which may be adopted or promulgated by the District's Board of Commissioners.

13.2 Mechanics Liens. Tenants shall keep the Residence free and clear of all encumbrances, mechanics liens, stop notices, demands, and claims arising from work done by or for Tenants or for persons claiming under Tenants, and Tenants shall defend District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials, and agents, with counsel of District's choosing, indemnify and save District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials, and agents, free and harmless from and against any claims arising from or relating to the same.

14. DAMAGE TO RESIDENCE.

In the event the Residence is destroyed or rendered wholly uninhabitable by fire, storm, earthquake, or other casualty not caused by the negligence of Tenants, the District may terminate this Lease Agreement from such time except for the purpose of enforcing rights that may have then accrued hereunder. Should a portion of the Residence thereby be rendered uninhabitable, the District shall have the option of either repairing such injured or damaged portion or terminating this Lease Agreement. In the event that District exercises its right to repair such uninhabitable portion, such part so injured shall be restored by District as speedily as practicable.

15. ACCESS BY DISTRICT.

District and District's agents shall have the right at all reasonable times, and by all reasonable means, without notice, during the term of this Lease Agreement to enter the Residence for the following purposes:

- A. Inspect the Property for condition;
- B. Make repairs;
- C. Show the Property to prospective Tenants, inspectors, fire marshals, appraisers, or insurance agents;
- D. Exercise a contractual or statutory lien;
- E. Leave written notice; or
- F. Seize nonexempt property after default.

However, absent emergency circumstances, District will make reasonable attempts to give Tenants at least three (3) hours notice, prior to entering the Residence. If Tenant(s) fail to permit reasonable access under this Paragraph, Tenants will be in default.

16. RENTERS' INSURANCE

Tenants will maintain renters' insurance during all times the property is occupied under the terms of this Lease Agreement. Tenants will provide District with proof of renter's insurance within thirty (30) calendar days of the execution of this Lease Agreement. Tenants will promptly notify District of any modification or termination of Tenants' renter's insurance,

17. SUBORDINATION OF LEASE AGREEMENT.

This Lease Agreement and Tenants' interest hereunder are and shall be subordinate, junior, and inferior to any and all mortgages, liens, or encumbrances now or hereafter placed on the Residence by the District, all advances made under any such mortgages, liens, or encumbrances (including, but not limited to, future advances), the interest payable on such mortgages, liens or encumbrances and any and all renewals, extensions or modifications of such mortgages, liens or encumbrances.

18. ANIMALS.

THERE WILL BE NO ANIMALS PERMITTED AT THE RESIDENCE. Tenants shall not permit any animal, domesticated or maintained as pets, including mammals, reptiles, birds, fish, rodents, or insects on the property, even temporarily, except as otherwise agreed to by a separate written Pet Addendum to the Lease Agreement which is attached as exhibit B, and incorporated as if fully set forth herein. If Tenants violate the pet restrictions of this Lease Agreement, Tenants will pay to District a fee of \$10.00 per calendar day, per animal for each calendar day Tenants violate the animal restrictions. District may remove or cause to be removed any unauthorized animal and deliver it to appropriate local authorities by providing at least 24-hour written notice to Tenants of District's intention to remove the unauthorized animal. District will not be liable for any harm, injury, death, or sickness to any unauthorized animal or any person as a result of the unauthorized animal. Tenants agree to indemnify and

hold harmless District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, for any harm, injury, death, or sickness to any unauthorized animal or any person as a result of the unauthorized animal. Tenants are responsible and liable for any damage or required cleaning to the Residence caused by any unauthorized animal and for all costs District may incur in removing or causing any unauthorized animal to be removed.

19. WATERBEDS.

THERE WILL BE NO WATERBEDS, unless authorized by a separate written Waterbed Addendum to this Lease Agreement.

20. QUIET ENJOYMENT.

Tenants, upon payment of all of the sums referred to herein as being payable by Tenants and Tenants' performance of all Tenants' agreements contained herein and Tenants' observance of all rules and regulations, shall and may peacefully and quietly have, hold, and enjoy said Residence for the term hereof.

21. INDEMNIFICATION.

District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, shall not be liable for any damage or injury of or to the Tenants, the Tenants' family, guests, invitees, agents or employees, to any person entering the Residence, to the Residence itself, or to goods or equipment at the Residence. Tenants hereby agree to indemnify, defend and hold harmless District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, from any and all claims or assertions of every kind and nature, including claims pertaining to tax liability or obligations. Any attorney representing the District, under this paragraph, shall be approved by the Kendall County State's Attorney, and shall be appointed a Special Assistant State's Attorney. The District's participation in its defense shall not remove District's duty to indemnify, defend, and hold the District harmless.

22. FORCE MAJEURE.

Neither party will be responsible to the other for damage, loss, injury, or interruption of work if the damage, loss, injury, or interruption of work is caused solely by conditions that are beyond the reasonable control of the parties, and without the intentional misconduct or negligence, of that party (hereinafter referred to as a "force majeure event"). To the extent not within the control of either party, such force majeure events include: acts of God, acts of any governmental authorities, fire, explosions or other casualties, vandalism, and riots or war. A party claiming a force majeure event ("the claiming party") shall promptly notify the other party in writing, describing the nature and estimated duration of the claiming party's inability to perform due to the force majeure event. The cause of such inability to perform will be remedied by the claiming party with all reasonable dispatch.

23. EXPENSES AND COSTS.

Should it become necessary for District to employ an attorney to enforce any of the conditions or covenants hereof, including the collection of rentals or gaining possession of the Residence, Tenants agree to pay all expenses and costs incurred by the District, including, but not limited to the District's reasonable attorneys' fees.

24. RECORDING OF LEASE AGREEMENT.

Tenants shall not record this Lease Agreement on the Public Records of any public office. In the event that Tenants shall record this Lease Agreement, this Lease Agreement shall, at District's option, terminate immediately and District shall be entitled to all rights and remedies that it has at law or in equity.

25. GOVERNING LAW.

This Lease Agreement shall be governed, construed, and interpreted by, through and under the Laws of the State of Illinois. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit, State of Illinois.

26. SEVERABILITY.

If any provision of this Lease Agreement or the application thereof shall, for any reason and to any extent, be invalid or unenforceable, neither the remainder of this Lease Agreement nor the application of the provision to other persons, entities or circumstances shall be affected thereby, but instead shall be enforced to the maximum extent permitted by law.

27. BINDING EFFECT.

The covenants, obligations and conditions herein contained shall be binding on and inure to the benefit of the heirs, legal representatives, and assigns of the parties hereto.

28. DESCRIPTIVE HEADINGS.

The descriptive headings used herein are for convenience of reference only and they are not intended to have any effect whatsoever in determining the rights or obligations of the District or Tenants.

29. NON-WAIVER.

No delay, indulgence, waiver, non-enforcement, election or non-election by District under this Lease Agreement will be deemed to be a waiver of any other breach by Tenants, nor shall it affect Tenants' duties, obligations, and liabilities hereunder.

30. MODIFICATION.

The parties hereby agree that this document contains the entire agreement between the parties and this Lease Agreement shall not be modified, changed, altered, or amended in any way except through a written amendment signed by all of the parties hereto. The parties further agree that the previous agreement dated December 2, 2015 is hereby rescinded in its entirety.

31. NOTICE.

Any notice required or permitted to be given pursuant to this Lease Agreement shall be duly given if sent by fax, certified mail, or courier service and received. In the case of District, notice shall be given to David Guritz, Director of the Kendall County Forest Preserve, 110 West Madison Street, Yorkville, Illinois, 60560, fax (630) 553-4023, with copy sent to: Kendall County State's Attorney, 807 John Street, Yorkville, Illinois, 60560, fax (630) 553-4204. And, in the case of Tenants, notice shall be given to Shannon Prette at the Residence.

32. APPROVAL.

This Lease Agreement is contingent on, and subject to approval by a majority of the Kendall County Forest Preserve District Board of Commissioners.

As to District this 21st day of November, 2017.

DISTRICT:

Sign: _____
Judy Gilmour, President

Print: _____ Date: _____

Attest: _____
David Guritz

As to Tenant, this 21st day of November, 2017.

TENANT:

Sign: _____

Print: _____ Date: _____

Sign: _____

Print: _____ Date: _____

EXHIBIT B
Pet Addendum to Kendall County Forest Preserve District
Ellis House Caretaker and Resident Apartment
Lease Agreement

THIS Pet Addendum ("Addendum") is incorporated as if fully set forth in the Kendall County Forest Preserve District Ellis House Caretaker Lease Agreement made and entered into on the 21st day of November 2017, by and between the Kendall County Forest Preserve District ("District"), a unit of local government, and Shannon Prette ("Employee-Tenant") referred to as "Tenant", an individual currently residing at 13986 McKanna Rd, Minooka, IL 60447 ("Lease Agreement"). For and in consideration of the covenants and obligations contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. INCORPORATION.

The Lease Agreement, and all of its terms are incorporated as if fully set forth herein. In the event of a conflict between the terms of this Pet Addendum and the Lease Agreement, the terms of the Lease Agreement shall prevail.

2. PURPOSE.

The purpose of this Addendum is to permit Tenants to keep three domestic house cats ("Pets"), currently owned by Tenants, at the Residence, as defined in the Lease Agreement. The scope of this permission is limited to the animals identified in this Addendum. This Addendum does not permit Tenants to allow any other pets or domesticated animals at the Residence.

3. PETS.

The pets that are the subject of this Addendum are described as follows:

Name: Belli

Name: Rogue

Breed: Tabby

Breed: Tortie

Color:

Color:

Weight:

Weight:

Age: 7

Age: 2

Third domestic cat description to-be-submitted.

4. ADDITIONAL RENT.

Rent Value. The Tenants shall pay an additional rent payment in the amount of zero dollars and no cents (\$0.00) per week in consideration for being permitted to keep the Pets at the Residence. This additional rent payment is to be paid on the 1st of every month and must cover all weeks that start within that month. Pursuant to the Lease Agreement, a week will be Saturday through Friday. The additional pet rent is subject to the rent terms identified in subsections 4.2, 4.3, and 4.4 the Lease Agreement.

5. PET SECURITY DEPOSIT.

Tenants must also post an additional Pet Security Deposit in the amount of two hundred and fifty dollars and no cents (\$250.00). The Pet Security Deposit is intended to cover the costs of all cleaning and repairs required as a result of the Pets. The Pet Security Deposit is subject to all of the terms of the Security Deposit identified in section five (5) of the Lease Agreement and is due upon execution of the Lease Agreement.

5. RULES AND MAINTENANCE.

Tenants agree to the following requirements:

- A. Tenants will keep their Pets under control at all times.
- B. Tenants will keep their Pets restrained, but not tethered, when they are outside of the Residence.
- C. Tenant will adhere to all federal, State, and local statutes, rules, regulations, orders, and ordinances pertaining to pet care and maintenance, including leash and licensing requirements.
- D. Tenants will not leave their Pets unattended for an unreasonable period of time.
- E. Tenants will promptly clean up after their Pets and dispose of their Pets' waste properly.
- F. Tenants will keep their Pets from being unnecessarily noisy or aggressive and causing any annoyance or discomfort to others and will promptly remedy any complaint once notified of the complaint by District.
- G. Tenants will provide their Pets with regular health care, including required inoculations.
- H. Tenants will provide the Pets with identification tags.
- I. Tenants will remove any offspring produced by the Pets within eight (8) weeks of birth, unless otherwise agreed to in writing by the District.

6. INDEMNIFICATION.

In addition to the indemnification provision in section twenty-one (21) of the Lease Agreement, District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, shall not be liable for any damage or injury to any person or property caused by or relating to the Pets. Tenants hereby agree to indemnify, defend and hold harmless District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, from any and all claims or assertions of every kind and nature caused by or relating to the Pets. Any attorney representing the District, under this paragraph, shall be approved by the Kendall County State's Attorney, and shall be appointed a Special Assistant State's Attorney. The District's participation in its defense shall not remove District's duty to indemnify, defend, and hold the District harmless.

7. REVOCATION.

District retains the right to revoke the permission granted in this Addendum by providing thirty (30) calendar days written notice to Tenants.

8. DEFAULT.

Failure to comply with the terms of this Addendum shall be considered a default of the Lease Agreement subject to the remedies identified in section eight (8) of the Lease Agreement.

As to District this 21st day of November, 2017.

DISTRICT:

Sign: _____
Judy Gilmour, President

Print: _____ Date: _____

Attest: _____
David Guritz, Director

As to Tenants, this 21st day of November, 2017.

TENANTS:

Sign: _____

Print: _____ Date: _____

Sign: _____

Print: _____ Date: _____

**KENDALL COUNTY FOREST PRESERVE DISTRICT
JOB DESCRIPTION**

CLASS TITLE: Pickerill-Pigott Resident - Grounds Maintenance Worker

WAGE CATEGORY: FLSA Non-Exempt

REPORTS TO: Executive Director and Superintendent of Grounds and Resources

EFFECTIVE DATE: November 21, 2017

SUMMARY:

Responsible for performing a variety of grounds maintenance and program support duties at Pickerill-Pigott Forest Preserve ("Pickerill-Pigott") and other assigned forest preserve locations. This position reports to the Executive Director and Superintendent of Grounds and Resources. The individual holding this position shall live on-site at Pickerill-Pigott Forest Preserve.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The essential duties for this position shall include, but not be limited to, the following:

- Performs grounds and building maintenance and custodial services at Pickerill-Pigott and other assigned forest preserve locations including, but not limited to the following:
 - Performs a variety of horticultural tasks including, but not limited to, mowing, edging, aerating, trimming, fertilizing, weed control, seeding and maintenance of turf areas, tree and shrub trimming, planting, and pruning, removal of damaged sod, and installation of new sod.
 - Splits, loads, and hauls firewood.
 - Gathers, loads, and hauls refuse and vegetation from grounds and user areas.
 - Removes snow and ice from District roads/walks/trails, utilizing both snow plow and manual methods.
 - Regularly uses, maintains and repairs tools of the trade (both powered and non-powered equipment) including, but not limited to, welder, sandblaster, grinder, cutting torch, air sprayer, power washer, chainsaw, and other mechanical hand tools.
 - Hauls and moves materials, supplies, furnishings and machinery, as needed, for District and public use.
 - Safely and effectively operates, maintains and repairs District vehicles and equipment including, but not limited to, small dump trucks, snow blowers, salt spreaders, sod cutters, rototiller, chain saws, trimmers, sweepers, front end loaders, backhoes, and forklifts.
 - Repairs and maintains District trails by performing duties including, but not limited to removal of fallen trees and limbs; repairs any damage caused by erosion or other factors; and installs wood chips, limestone screenings and other trail surfaces.
 - Assists with general road repairs including, but not limited to, asphalt patching and gravel road maintenance.
 - Constructs, installs and repairs District facilities and structures, picnic shelters, bridges, fencing, bollards, posts, signage, seasonal equipment, and any other facilities and structures necessary for the District.
 - Repairs plumbing, electrical, HVAC, carpentry and paint, as needed, at District facilities and structures.
 - Inspects, maintains, and repairs District restrooms including daily cleaning and trash removal.
 - Provides assistance with pasture fence repair and replacement projects at Pickerill-Pigott.
 - Performs controlled burns, brush removal, seed collecting and other natural area management tasks.
 - Performs basic record-keeping duties such as collecting and maintaining receipts.
- Performs facility rental functions at Pickerill-Pigott including, but not limited to the following:
 - Prepares facilities for District uses by performing duties including, but not limited to, locking/unlocking facilities; and ensuring the facilities are clean and equipped as needed for all District functions.

- Assists with the coordination of the District's use of the residence at Pickerill-Pigott including but not limited to business meetings and preserve planning events.
- Assists with pre-event and post-event activities including trash receptacle staging and removal, trash cleanup, house cleaning, washroom supply stocking, and setup and take down of tables and chairs.
- Provides pre-scheduled tours of the Pickerill-Pigott House buildings and grounds to support planning efforts.
- Assists with event coordination with District support staff and volunteers.
- Assists with the communication of District policies.
- Enforces District policy guidelines for use of District facilities.
- Participates in emergency preparedness and response activities as needed.
- Communicates District rules and regulations to the public, staff and volunteers.
- Serves as the year-round on-site resident at Pickerill-Pigott Forest Preserve, and must be available to perform duties before, during and after the District's regular business hours as well as weekends.
- Performs other duties as required or assigned.

SUPERVISORY RESPONSIBILITIES:

- No supervisory responsibilities at this time.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required for the position.

A. EDUCATION and/or EXPERIENCE:

- High school diploma or general education degree (GED).
- A preferred minimum of two (2) years experience in a grounds and/or building maintenance or similar role, or equivalent combination of training and experience.
- Requires knowledge of grounds maintenance tools and equipment use.
- Completion of all assigned equipment and natural areas management training.

B. LANGUAGE SKILLS:

- Ability to read and interpret documents such as governmental regulations, material safety data sheets, equipment operating instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively with the public and employees of the organization.
- Requires good knowledge of the English language, spelling and grammar.

C. MATHEMATICAL SKILLS:

- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to measure volumes.

D. REASONING ABILITY:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

E. CERTIFICATES, LICENSES, REGISTRATIONS:

- A valid Illinois Drivers License and any other licenses/certifications necessary to operate District tools and equipment.
- A valid Illinois Pesticide Applicators License or, in the alternative, obtain a valid Illinois Pesticide Applicators License within the first ninety (90) days of employment.
- All other training, certificates and registrations required for the specific duties performed.

PHYSICAL DEMANDS:

- Employee must frequently sit, stand, bend, reach, and carry.
- Employee must be able to successfully operate all District tools and equipment required to perform assigned job duties.
- Employee must frequently be able to walk and possibly run on uneven ground and rough terrain.
- Employee must frequently lift and/or move up to 50 pounds, and occasionally up to 75 pounds.
- Employee must be able to use hands and fingers to handle, feel, and operate equipment.
- Employee must be able to reach, push and pull with hands and arms.
- Employee must be able to talk and hear in person and via use of telephone.
- Specific vision abilities required by this job include close vision, depth perception and distance vision.

WORK ENVIRONMENT:

- The noise level in the work environment is usually loud due to equipment operational noise.
- Employee must be able to perform all assigned job duties during normal business hours and after normal business hours, as required in the event of an emergency or special event.
- Employee will be required to work in both indoor and outdoor work areas and may be subjected to all weather elements.
- Employee may be exposed to various chemicals such as pesticides and fertilizers while performing assigned job duties.
- Employee will be required to operate a motor vehicle to travel to and from meetings, training, conferences, and the various District preserves and locations.

The above information is not intended to be all-inclusive and can be expanded or modified as necessary.

Kendall County Forest Preserve District

**Kendall County Forest Preserve District
Hoover Grounds Supervisor and Resident House
Lease Agreement**

THIS AGREEMENT ("Lease Agreement") is made and entered into this 21ST day of November 2017, by and between the Kendall County Forest Preserve District ("District"), a unit of local government, ("Employee-Tenant") and Jay Teckenbrock (referred to as "Tenant"), an individual currently residing at the Hoover Forest Preserve Residence, 11285 W. Fox Road, Yorkville, IL 60560, for and in consideration of the covenants and obligations contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. PURPOSE.

This Lease Agreement provides for the Tenants' possession and use of the Grounds Supervisor and Resident House, the surrounding fenced yard, and the storage shed, located at Hoover Forest Preserve –11285 W. Fox Road, Yorkville, Illinois, 60560 (hereinafter referred to as the "Residence"), an image of which is attached as Exhibit A, during the Employee-Tenant's employment as a Grounds Supervisor-Resident by the District. By signing this Lease Agreement, the parties affirm their agreement that Employee-Tenant is required to live at the Residence as a condition of his continued employment by the District as the Grounds Supervisor and Resident; the Residence is located on District property; and the Residence is provided for the convenience of the District by allowing Employee-Tenant to promptly respond to District needs at Hoover Forest Preserve outside of regular business hours. Also, this Lease Agreement confirms the parties' understanding and agreement that the Tenants' possession and use of the Residence is part of the Employee-Tenant's total wage and benefits compensation package as Grounds Supervisor and Resident for the District. *Nothing in this Lease Agreement is intended to and/or does create a contract of employment, express or implied. Employee-Tenant's employment with the District is "at-will", which means Employee-Tenant's employment relationship may be terminated at any time, with or without cause.*

2. PROPERTY.

2.1 Leased Property. District owns certain real property and improvements consisting of the Residence. District desires to lease the Residence to Tenants upon the terms and conditions contained herein. Tenants desire to lease the Residence from District on the terms and conditions contained herein.

2.2 Personal Property. The District and Tenants each agree that any personal property, such as equipment, furniture, or other non-fixture items, purchased by either the Tenants or the District, either prior to or during the term of this Lease Agreement shall remain the personal property of the party who furnished the funds to purchase the personal property. All personal property of the Tenants shall be removed from the Premise at the termination of this Lease Agreement, unless otherwise agreed to in writing by the parties. Tenants specifically waive any claim of damage against the District for any personal property damaged as a result of an act of nature, including, but not limited to lightning strikes and floods. District is not

responsible for providing any personal property, equipment, furniture or other non-fixtured items to the Tenants.

3. TERM.

3.1 Term. The term of this Lease Agreement commences on the date of both parties' execution of this Lease Agreement and shall terminate immediately upon (a) the Employee-Tenant's separation of employment from the District; (b) the Employee-Tenant's reassignment to a different position at the District; or (c) one (1) year after the date of both parties' execution of this Lease Agreement, whichever occurs first.

3.2 Upon termination of the Lease Agreement, Tenants shall immediately vacate the Residence and shall have seven (7) calendar days to remove all personal property from the Residence, unless otherwise authorized and agreed to in writing by both parties. All obligations outstanding at the time of termination shall survive the Lease Agreement.

3.3 Early Termination. Either party may terminate this Lease Agreement upon providing thirty (30) calendar days written notice to the other party. Except that both parties may agree, in writing, to terminate the Lease Agreement at anytime and waive the thirty (30) days written notice.

4. RENT.

4.1 Rent. The rent for the Residence shall be four hundred sixty-four dollars and thirty-one cents (\$464.31) per week. This amount includes the cost of Utilities as discussed in section 12 of this Lease Agreement. The weekly rent payment shall be due and owing on the Saturday immediately following the conclusion of the weekly rental period. For purposes of this Agreement, a week shall be Saturday through Friday. The parties agree that only a single monthly rent payment of two hundred and fifty dollars (\$250.00) shall be due and owing from Tenants to the District in any month that Employee-Tenant is employed by the District. The balance of the weekly rent value shall be considered a part of the Employee-Tenant's total compensation package during his or her employment with the District as Grounds Supervisor and Resident. Weekends and holidays do not delay or excuse Tenants' obligation to timely pay rent.

4.2 Delinquent Rent. Rent is due no later than the first day of each month. If not paid by the due date, rent shall be considered overdue and delinquent. If Tenant fails to timely pay any monthly rent payment, Tenant will pay District a late charge of \$25.00 per day until rent is paid in full. If the District receives the rent within two (2) calendar days of the Due Date, the District will waive the late charges for that month. Any waiver of late charges under this paragraph will not affect or diminish any other right or remedy the District may exercise for Tenants' failure to timely pay rent.

4.3. Returned Checks. In the event any payment by Tenant is returned for insufficient funds ("NSF") or if Tenant stops payment, Tenant will pay \$25.00 to District for each such check, plus late charges, as described above, which will accrue until District has **received** payment. Furthermore, District may require in writing that Tenants pay all future Rent payments by cash, money order, or cashier's check.

4.4. Order in which funds are applied. The District will apply all funds received from Tenant first to any non-rent obligations of Tenant including late charges, returned check

charges, charge-backs for repairs, and brokerage fees, then to rent, regardless of any notations on a check.

5. SECURITY DEPOSIT.

5.1 Amount. Tenant has previously deposited with the District the sum of one-thousand dollars and no cents (\$1,000.00), receipt of which is hereby acknowledged by the District, as security for any damage caused to the Residence during the term hereof.

5.2 Refund. Upon termination of the Lease Agreement, all funds held by the District as security deposit may be applied to the payment of accrued rent and the amount of damages that the District has suffered by reason of the Tenants' noncompliance with the terms of this Lease Agreement or with any and all federal, State, or local laws, ordinances, rules, regulations, and orders affecting the cleanliness, use, occupancy and preservation of the Residence.

A. Deductions.

District may deduct reasonable charges from the security deposit for:

- (1) Unpaid or accelerated rent;
- (2) Late charges;
- (3) Unpaid utilities;
- (4) Costs of cleaning, deodorizing, and repairing the Residence and its contents for which Tenants are responsible;
- (5) Pet violation charges;
- (6) Replacing unreturned keys, garage door openers, or other security devices;
- (7) The removal of unauthorized locks or fixtures installed by Tenants;
- (8) Insufficient light bulbs;
- (9) Packing, removing, and storing abandoned property;
- (10) Removing abandoned or illegally parked vehicles;
- (11) Attorney fees and costs of court incurred in any proceeding against Tenants;
- (12) Any fee due for early removal of an authorized keybox; or
- (13) Other amounts Tenants are responsible to pay under this Lease Agreement.

- B. If deductions exceed the security deposit, Tenants will pay to District the excess within ten (10) calendar days after District makes written demand. The security deposit will be applied first to any non-rent items, including late charges, returned check charges, repairs, and brokerage fees, then to any unpaid rent.

6. USE OF RESIDENCE.

The Residence shall be used and occupied solely by Tenants and Tenants' immediate family. It shall be used exclusively as a private, single-family dwelling, and no part of the Residence shall be used at any time during the term of this Lease Agreement by Tenants or Tenants' immediate family for the purpose of carrying on any business (other than District business), profession, or trade of any kind, or for any purpose other than as a private, single-family dwelling. Tenants shall not allow any other person, other than Tenants' immediate family or transient relatives and friends who are guests of Tenants, to use or occupy the Residence without first obtaining District's written consent to such use or occupation. Tenants shall comply with any and all federal, State, and local laws, ordinances, rules, regulations, and orders affecting the cleanliness, use, occupancy and preservation of the Residence. Tenants

understand and agree that all residents and visitors of the Residence shall comply with the District's General Use Ordinance while on District property.

7. CONDITION OF RESIDENCE.

7.1 Original Condition. Tenants stipulate, represent, and warrant that Tenants have examined the Residence, and it is, at the time of execution of this Lease Agreement, in good order, in good repair, and in a safe, clean and habitable condition.

7.2 Surrender Condition. Upon termination of this Lease Agreement, Tenants shall surrender the Residence to District in good and broom-clean condition, excepting ordinary wear and tear. Tenants shall remove all of their personal property and any improvements installed by Tenants and required to be removed by the District. Tenants shall return all keys and property belonging to the District.

8. DEFAULTS & REMEDIES,

8.1 Tenants' Default. Tenants shall be in default in the event of any of the following: (a) if Tenants fails to perform any obligation to be performed by Tenants hereunder and such failure shall continue for thirty (30) calendar days after written notice by District; provided, however, if the nature of such default is such that the same cannot reasonably be cured within a thirty (30) calendar day period, then Tenants shall not be deemed to be in default if it shall commence such cure within such thirty (30) calendar day period, and, thereafter, rectify and cure such default with due diligence; or (b) if Tenants abandon or vacate the Residence or ceases to use the Residence for the stated purpose as set forth in this Lease Agreement.

8.2 Remedies in Default. In the event of a default by Tenants, District may pursue any remedies available to it at law or in equity, including injunction, at its option, without further notice or demand of any kind to Tenants or any other person. In the event of a default, the District may also immediately terminate this Lease Agreement and Tenants' right to possession of the Residence and recover possession of the Residence and remove all persons therefrom.

9. ASSIGNMENT AND SUB-LETTING.

Tenants shall not assign this Lease Agreement, or sub-let or grant any license to use the Residence or any part thereof without the District's prior written consent. An assignment, sub-letting, or license without the prior written consent of District or an assignment or sub-letting by operation of law shall be absolutely null and void and shall, at District's option, terminate this Lease Agreement.

10. ALTERATIONS AND IMPROVEMENTS.

Tenants shall make no structural repairs, alterations, or improvements of the Residence or construct any building or make any other improvements of the Residence without the prior written consent of District. Any and all alterations, changes, and/or improvements built, constructed, or placed on the Residence by Tenants shall, unless otherwise provided for by written agreement between District and Tenants, be at the Tenants' sole expense and shall become the sole property of the District and remain on the Residence at the termination of this Lease Agreement. At anytime during the term of this Lease Agreement, the District shall have the authority to make modifications, alterations, repairs, and improvements as it deems necessary and upon reasonable notice to Tenants.

11. HAZARDOUS MATERIALS.

Tenants shall not keep at the Residence any item of a dangerous, flammable or explosive character that might unreasonably increase the danger of fire or explosion at the Residence or that might be considered hazardous or extra hazardous by any responsible insurance company.

12. UTILITIES.

12.1 Costs. District shall be responsible for arranging and paying for the following utility services: internet, electricity, gas, and land-line telephone ("Utilities"). Tenants are responsible for all other desired services.

12.2 Failure, Stoppage, or Interruptions. District shall not be liable for, and Tenants shall not be entitled to, any damages, abatement, or reduction in rent value by reason of any interruption or failure in the supply of utilities, including, but not limited to interruptions or failures caused by lightning strikes and floods. No failure, stoppage, or interruption of any utility or service, including but not limited to lightning strikes and floods, shall be construed as an eviction of Tenants, nor shall it relieve Tenants from any obligation to perform any covenant or agreement under this Lease Agreement. In the event of any failure, stoppage, or interruption of utilities or services, District's shall use its reasonable efforts to attempt to restore all services promptly.

12.3 Installation of Equipment. Tenants agree that they shall not install any equipment that exceeds or overloads the capacity of the utility facilities serving the Residence, and that if equipment installed by Tenants requires additional utility facilities, installation of the same shall be at Tenants' expense, but only after District's written approval of same.

12.4 Compliance & Modifications. District shall be entitled to cooperate with the energy and water conservation efforts of governmental agencies or utility suppliers. District reserves the right from time to time to make modifications to the utility systems serving the Residence.

13. MAINTENANCE, REPAIR, AND RULES.

13.1 Maintenance Obligations. Tenants will, at their sole expense, keep and maintain the Residence and appurtenances in good and sanitary condition and repair during the term of this Lease Agreement and any renewal thereof. These obligations include, but are not limited to the following requirements:

- A. Not obstruct the driveways, sidewalks, courts, entry ways, stairs and/or halls, which shall be used for the purposes of ingress and egress only;
- B. Keep all windows, glass, window coverings, doors, locks and hardware in good, clean order and repair;
- C. Maintain the grounds and lawn area of the Residence, including regularly mowing the lawn.
- D. Not obstruct or cover the windows or doors;
- E. Not leave windows or doors in an open position during any inclement weather;

- F. Not hang any laundry, clothing, sheets, etc., from any window, rail, porch or balcony nor air or dry any of same within any yard area or space;
- G. Not cause or permit any locks or hooks to be placed upon any door or window without the prior written consent of District;
- H. Keep all air conditioning filters clean and free from dirt;
- I. Keep all lavatories, sinks, toilets, and all other water and plumbing apparatus in good order and repair and shall use same only for the purposes for which they were constructed. Tenants shall not allow any sweepings, rubbish, sand, rags, ashes or other substances to be thrown or deposited therein. Any damage to any such apparatus and the cost of clearing stopped plumbing resulting from misuse shall be borne by Tenants;
- J. Ensure Tenants' family and guests at all times maintain order in the Residence and at all places on the Residence, and shall not make or permit any loud or improper noises, or otherwise disturb other visitors and District users;
- K. Keep all radios, television sets, stereos, etc., turned down to a level of sound that does not annoy or interfere with other District users;
- L. Deposit all trash, garbage, rubbish or refuse in the locations provided at the Residence and not allow any trash, garbage, rubbish or refuse to be deposited or permitted to stand on the exterior of the Residence;
- M. Abide by and be bound by any and all rules and regulations affecting the Residence or Tenants which may be adopted or promulgated by the District's Board of Commissioners.

13.2 Mechanics Liens. Tenants shall keep the Residence free and clear of all encumbrances, mechanics liens, stop notices, demands, and claims arising from work done by or for Tenants or for persons claiming under Tenants, and Tenants shall defend District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials, and agents, with counsel of District's choosing, indemnify and save District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials, and agents, free and harmless from and against any claims arising from or relating to the same.

14. DAMAGE TO RESIDENCE.

In the event the Residence is destroyed or rendered wholly uninhabitable by fire, storm, earthquake, or other casualty not caused by the negligence of Tenants, the District may terminate this Lease Agreement from such time except for the purpose of enforcing rights that may have then accrued hereunder. Should a portion of the Residence thereby be rendered uninhabitable, the District shall have the option of either repairing such injured or damaged portion or terminating this Lease Agreement. In the event that District exercises its right to repair such uninhabitable portion, such part so injured shall be restored by District as speedily as practicable.

15. ACCESS BY DISTRICT.

District and District's agents shall have the right at all reasonable times, and by all reasonable means, without notice, during the term of this Lease Agreement to enter the Residence for the following purposes:

- A. Inspect the Property for condition;
- B. Make repairs;
- C. Show the Property to prospective Tenants, inspectors, fire marshals, appraisers, or insurance agents;
- D. Exercise a contractual or statutory lien;
- E. Leave written notice; or
- F. Seize nonexempt property after default.

However, absent emergency circumstances, District will make reasonable attempts to give Tenants at least three (3) hours notice, prior to entering the Residence. If Tenant(s) fail to permit reasonable access under this Paragraph, Tenants will be in default.

16. RENTERS' INSURANCE

Tenants will maintain renters' insurance during all times the property is occupied under the terms of this Lease Agreement. Tenants will provide District with proof of renter's insurance within thirty (30) calendar days of the execution of this Lease Agreement. Tenants will promptly notify District of any modification or termination of Tenants' renter's insurance,

17. SUBORDINATION OF LEASE AGREEMENT.

This Lease Agreement and Tenants' interest hereunder are and shall be subordinate, junior, and inferior to any and all mortgages, liens, or encumbrances now or hereafter placed on the Residence by the District, all advances made under any such mortgages, liens, or encumbrances (including, but not limited to, future advances), the interest payable on such mortgages, liens or encumbrances and any and all renewals, extensions or modifications of such mortgages, liens or encumbrances.

18. ANIMALS.

THERE WILL BE NO ANIMALS PERMITTED AT THE RESIDENCE. Tenants shall not permit any animal, domesticated or maintained as pets, including mammals, reptiles, birds, fish, rodents, or insects on the property, even temporarily, except as otherwise agreed to by a separate written Pet Addendum to the Lease Agreement which is attached as exhibit B, and incorporated as if fully set forth herein. If Tenants violate the pet restrictions of this Lease Agreement, Tenants will pay to District a fee of \$10.00 per calendar day, per animal for each calendar day Tenants violate the animal restrictions. District may remove or cause to be removed any unauthorized animal and deliver it to appropriate local authorities by providing at least 24-hour written notice to Tenants of District's intention to remove the unauthorized animal. District will not be liable for any harm, injury, death, or sickness to any unauthorized animal or any person as a result of the unauthorized animal. Tenants agree to indemnify and

hold harmless District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, for any harm, injury, death, or sickness to any unauthorized animal or any person as a result of the unauthorized animal. Tenants are responsible and liable for any damage or required cleaning to the Residence caused by any unauthorized animal and for all costs District may incur in removing or causing any unauthorized animal to be removed.

19. WATERBEDS.

THERE WILL BE NO WATERBEDS, unless authorized by a separate written Waterbed Addendum to this Lease Agreement.

20. QUIET ENJOYMENT.

Tenants, upon payment of all of the sums referred to herein as being payable by Tenants and Tenants' performance of all Tenants' agreements contained herein and Tenants' observance of all rules and regulations, shall and may peacefully and quietly have, hold, and enjoy said Residence for the term hereof.

21. INDEMNIFICATION.

District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, shall not be liable for any damage or injury of or to the Tenants, the Tenants' family, guests, invitees, agents or employees, to any person entering the Residence, to the Residence itself, or to goods or equipment at the Residence. Tenants hereby agree to indemnify, defend and hold harmless District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, from any and all claims or assertions of every kind and nature, including claims pertaining to tax liability or obligations. Any attorney representing the District, under this paragraph, shall be approved by the Kendall County State's Attorney, and shall be appointed a Special Assistant State's Attorney. The District's participation in its defense shall not remove District's duty to indemnify, defend, and hold the District harmless.

22. FORCE MAJEURE.

Neither party will be responsible to the other for damage, loss, injury, or interruption of work if the damage, loss, injury, or interruption of work is caused solely by conditions that are beyond the reasonable control of the parties, and without the intentional misconduct or negligence, of that party (hereinafter referred to as a "force majeure event"). To the extent not within the control of either party, such force majeure events include: acts of God, acts of any governmental authorities, fire, explosions or other casualties, vandalism, and riots or war. A party claiming a force majeure event ("the claiming party") shall promptly notify the other party in writing, describing the nature and estimated duration of the claiming party's inability to perform due to the force majeure event. The cause of such inability to perform will be remedied by the claiming party with all reasonable dispatch.

23. EXPENSES AND COSTS.

Should it become necessary for District to employ an attorney to enforce any of the conditions or covenants hereof, including the collection of rentals or gaining possession of the Residence, Tenants agree to pay all expenses and costs incurred by the District, including, but not limited to the District's reasonable attorneys' fees.

24. RECORDING OF LEASE AGREEMENT.

Tenants shall not record this Lease Agreement on the Public Records of any public office. In the event that Tenants shall record this Lease Agreement, this Lease Agreement shall, at District's option, terminate immediately and District shall be entitled to all rights and remedies that it has at law or in equity.

25. GOVERNING LAW.

This Lease Agreement shall be governed, construed, and interpreted by, through and under the Laws of the State of Illinois. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit, State of Illinois.

26. SEVERABILITY.

If any provision of this Lease Agreement or the application thereof shall, for any reason and to any extent, be invalid or unenforceable, neither the remainder of this Lease Agreement nor the application of the provision to other persons, entities or circumstances shall be affected thereby, but instead shall be enforced to the maximum extent permitted by law.

27. BINDING EFFECT.

The covenants, obligations and conditions herein contained shall be binding on and inure to the benefit of the heirs, legal representatives, and assigns of the parties hereto.

28. DESCRIPTIVE HEADINGS.

The descriptive headings used herein are for convenience of reference only and they are not intended to have any effect whatsoever in determining the rights or obligations of the District or Tenants.

29. NON-WAIVER.

No delay, indulgence, waiver, non-enforcement, election or non-election by District under this Lease Agreement will be deemed to be a waiver of any other breach by Tenants, nor shall it affect Tenants' duties, obligations, and liabilities hereunder.

30. MODIFICATION.

The parties hereby agree that this document contains the entire agreement between the parties and this Lease Agreement shall not be modified, changed, altered, or amended in any way except through a written amendment signed by all of the parties hereto. The parties further agree that the previous agreement dated December 2, 2015 is hereby rescinded in its entirety.

31. NOTICE.

Any notice required or permitted to be given pursuant to this Lease Agreement shall be duly given if sent by fax, certified mail, or courier service and received. In the case of District, notice shall be given to David Guritz, Director of the Kendall County Forest Preserve, 110 West Madison Street, Yorkville, Illinois, 60560, fax (630) 553-4023, with copy sent to: Kendall County State's Attorney, 807 John Street, Yorkville, Illinois, 60560, fax (630) 553-4204. And, in the case of Tenants, notice shall be given to Jay Teckenbrock at the Residence.

32. APPROVAL.

This Lease Agreement is contingent on, and subject to approval by a majority of the Kendall County Forest Preserve District Board of Commissioners.

As to District this 21st day of November, 2017.

DISTRICT:

Sign: _____
Judy Gilmour, President

Print: _____ Date: _____

Attest: _____
David Guritz, Executive Director

As to Tenant, this 21st day of November, 2017.

TENANT:

Sign: _____
Jay Teckenbrock, Grounds Supervisor and Resident

Print: _____ Date: _____

Sign: _____

Print: _____ Date: _____

EXHIBIT B
Pet Addendum to Kendall County Forest Preserve District
Hoover Grounds Supervisor and Resident House
Lease Agreement

THIS Pet Addendum ("Addendum") is incorporated as if fully set forth in the Kendall County Forest Preserve District Hoover Grounds Supervisor and Resident House Lease Agreement made and entered into on the 21st day of November 2017, by and between the Kendall County Forest Preserve District ("District"), a unit of local government, Jay Teckenbrock ("Employee-Tenant") jointly referred to as "Tenants", individuals currently residing at 11285 W Fox Rd, Yorkville, IL 60560 ("Lease Agreement"). For and in consideration of the covenants and obligations contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. INCORPORATION.

The Lease Agreement, and all of its terms are incorporated as if fully set forth herein. In the event of a conflict between the terms of this Pet Addendum and the Lease Agreement, the terms of the Lease Agreement shall prevail.

2. PURPOSE.

The purpose of this Addendum is to permit Tenants to keep one dog ("Pet"), to be owned by Tenant(s) at the Residence, as defined in the Lease Agreement. The scope of this permission is limited to the animals identified in this Addendum. This Addendum does not permit Tenants to allow any other pets or domesticated animals at the Residence.

3. PETS.

The pets that are the subject of this Addendum are described as follows (TBD):

Name: _____	Name: _____
Breed: _____	Breed: _____
Color: _____	Color: _____
Weight: _____	Weight: _____
Age: _____	Age: _____

4. ADDITIONAL RENT.

Rent Value. The Tenants shall pay an additional rent payment in the amount of zero dollars and no cents (\$0.00) per week in consideration for being permitted to keep the Pets at the Residence. This additional rent payment is to be paid on the 1st of every month and must cover all weeks that start within that month. Pursuant to the Lease Agreement, a week will be Saturday through Friday. The additional pet rent is subject to the rent terms identified in subsections 4.2, 4.3, and 4.4 the Lease Agreement.

5. PET SECURITY DEPOSIT.

Tenants must also post an additional Pet Security Deposit in the amount of one thousand dollars and no cents (\$1,000.00). The Pet Security Deposit is intended to cover the costs of all cleaning and repairs required as a result of the Pets. The Pet Security Deposit is subject to all of the terms of the Security Deposit identified in section five (5) of the Lease Agreement and is due upon execution of the Lease Agreement.

5. RULES AND MAINTENANCE.

Tenants agree to the following requirements:

- A. Tenants will keep their Pets under control at all times.
- B. Tenants will keep their Pets restrained, but not tethered, when they are outside of the Residence.
- C. Tenant will adhere to all federal, State, and local statutes, rules, regulations, orders, and ordinances pertaining to pet care and maintenance, including leash and licensing requirements.
- D. Tenants will not leave their Pets unattended for an unreasonable period of time.
- E. Tenants will promptly clean up after their Pets and dispose of their Pets' waste properly.
- F. Tenants will keep their Pets from being unnecessarily noisy or aggressive and causing any annoyance or discomfort to others and will promptly remedy any complaint once notified of the complaint by District.
- G. Tenants will provide their Pets with regular health care, including required inoculations.
- H. Tenants will provide the Pets with identification tags.
- I. Tenants will remove any offspring produced by the Pets within eight (8) weeks of birth, unless otherwise agreed to in writing by the District.

6. INDEMNIFICATION.

In addition to the indemnification provision in section twenty-one (21) of the Lease Agreement, District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, shall not be liable for any damage or injury to any person or property caused by or relating to the Pets. Tenants hereby agree to indemnify, defend and hold harmless District, its officers, directors, employee, and agents, including its past, present and future commissioners, elected officials and agents, from any and all claims or assertions of every kind and nature caused by or relating to the Pets. Any attorney representing the District, under this paragraph, shall be approved by the Kendall County State's Attorney, and shall be appointed a Special Assistant State's Attorney. The District's participation in its defense shall not remove District's duty to indemnify, defend, and hold the District harmless.

7. REVOCATION.

District retains the right to revoke the permission granted in this Addendum by providing thirty (30) calendar days written notice to Tenants.

8. DEFAULT.

Failure to comply with the terms of this Addendum shall be considered a default of the Lease Agreement subject to the remedies identified in section eight (8) of the Lease Agreement.

As to District this 21st day of November, 2017.

DISTRICT:

Sign: _____
Judy Gilmour, President

Print: _____ Date: _____

Attest: _____
David Guritz

As to Tenants, this 21st day of November, 2017.

TENANTS:

Sign: _____
Jay Teckenbrock, Hoover Supervisor and Resident

Print: _____ Date: _____

Sign: _____

Print: _____ Date: _____



Illinois Department of Revenue

PTAX-300

**Application for Non-homestead Property Tax Exemption —
County Board of Review Statement of Facts**

Complaint no.: _____ Volume no.: _____ IDOR docket number: _____
County use only IDOR use only

Step 1: Identify the property

- 1 Kendall County
County in which property is located
- 2 Kendall County Forest Preserve District
Property owner
- 3 6350 A Minkler Road
Street address of property
Yorkville IL 60560
City ZIP
- 4 Kendall County Forest Preserve District
Name of organization applying for the exemption (i.e., "applicant")
- 5 Is the applicant on Line 4 the lessee of the property? ☐ Yes ☒ No
If "Yes", write the dates the lease is in effect.
From ____/____/____ to ____/____/____
⬅ Attach a copy of the contract or lease.
- 6 05-02-400-029
Property index number (PIN)
⬅ Attach a copy of the property's legal description if the county has not assigned a number or if the property is a division.
- 7 Dimensions or acreage of this property 2.3808
- 8 01/10/2008
Date of ownership
⬅ Attach a copy of proof of ownership (deed, contract for deed, title insurance policy, condemnation order and proof of payment, etc.)

Step 2: Identify any previous exemptions or applications (Providing this information will expedite processing.)

- 9 Does the applicant have an Illinois sales tax exemption number? ☒ Yes ☐ No
If "Yes", write the exemption number. E— 9956-4572 —05
- 10 Has a previous application been filed for this property or by this applicant? ☒ Yes ☐ No
If "Yes", write the Illinois Department of Revenue docket number, if known. 0 8 - 4 7 - 3 0

Step 3: Identify the property's use

- 11 Identify the Illinois Compiled Statutes citation for this application. 35 ILCS 200/ 15-150 Or ____ ILCS ____/____
- 12 Is any income derived from this property? ☐ Yes ☒ No
If "Yes", explain in detail. None.
⬅ If applicable, attach a copy of any contracts or leases.
- 13 Does a unit of local government own this property? ☒ Yes ☐ No
If "Yes", is the property located within its corporate boundaries? ☒ Yes ☐ No
- 14 If granting this application will reduce the property's assessed valuation by \$100,000 or more, has the municipality, school district, community college district, and fire protection district in which the property is located been notified that this application has been filed? ☒ Yes ☐ No
⬅ Attach a copy of the notices and postal return receipts.
- 15 Describe the specific activities that take place on this property. Write the exact date each activity began and how frequently it takes place.
Pickerill-Pigott Forest Preserve was acquired and established by the Kendall County Forest Preserve District in 2008. The property currently serves as conservation lands, with plans to open the property for conservation, education, and outdoor recreational purposes.
- 16 Did the activities described on Line 15 begin on the same date as the effective date of the lease on Line 5 or the date of ownership on Line 8, whichever is applicable? ☒ Yes ☐ No
If "No", explain in detail how the property was used between the lease or ownership date and the date these activities began.

- 17 Identify each building's use, square feet of ground area (SFGA), number of stories, and whether or not there is a basement.

	Use	SFGA	No. of stories	Basement? (Y/N)
Building 1	<u>Single-family home</u>	<u>6,694</u>	<u>2</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Building 2	<u>Storage shed</u>	<u>1,600</u>	<u>1</u>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Building 3	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

Step 4: Attach documentation

The following documents **must** be attached:

- Proof of ownership (copy of the deed, contract for deed, title insurance policy, condemnation order and proof of payment, etc.)
- Picture of the property
- Notarized affidavit of use
- Copies of any contracts or leases on the property

The documents listed on Lines 18 through 23 **may** be attached to expedite processing. Mark an "X" next to any documents that are attached.

- 18 ___ Audited financial statements for the most recent year
- 19 ___ Copy of the applicant's bylaws and complete certified recorded copy of Articles of Incorporation, including purpose clause and all amendments
- 20 ___ Copy of the notices to the municipality, school district, community college district, and fire protection district in which the property is located and postal return receipts if granting this application will reduce the property's assessed valuation by \$100,000 or more
- 21 ___ Plot plan of each building's location on the property with each building and land area labeled with property index numbers and specific uses
- 22 ☒ Copy of any Illinois Department of Revenue Exemption Certificate
- 23 ___ Other (list) _____

Step 5: Identify the person to contact regarding this application

24 **David Guritz, Executive Director**

Name of applicant's representative

110 W. Madison Street

Mailing address

Yorkville, IL 60560

City

State ZIP

(630) 553 — 4131

Phone number

25

Owner's name (if the applicant is not the owner)

Mailing address

City

State ZIP

() —

Phone number

Step 6: Signature and notarization

State of Illinois

) SS.

County of **Kendall**

)

I, **David Guritz**, **Executive Director**, being duly sworn upon oath, say that I have read the foregoing application and that all of the information is true and correct to the best of my knowledge and belief.

Affiant's signature

Subscribed and sworn to before me this _____ day of _____, 2_____.

Notary Public

County official use only. Do not write in this space

Step 7: County board of review statement of facts

- 1 Current assessment \$_____ For assessment year 2_____
- 2 Is this exemption application for a leasehold interest assessed to the applicant? ☐ Yes ☐ No
- If "Yes", write the Illinois Department of Revenue docket number for the exempt fee interest to the owner, if known. _____
- 3 State all of the facts considered by the county board of review in recommending approval or denial of this exemption application.
- _____
- _____
- 4 County board of review recommendation
- ___ Full year exemption
- ___ Partial year exemption from ___ / ___ / ___ to ___ / ___ / ___
- ___ Partial exemption for the following described portion of the property: _____
- ___ Deny exemption
- 5 Date of board's action ___ / ___ / _____

Step 8: County board of review certification

I certify this to be a correct statement of all facts arising in connection with proceedings on this exemption application.

Signature of clerk of county board of review

Mail to: OFFICE OF LOCAL GOVERNMENT SERVICES MC 3-520
ILLINOIS DEPARTMENT OF REVENUE
101 WEST JEFFERSON STREET
SPRINGFIELD IL 62702

PTAX-300 back (R-12/09)