



KENDALL COUNTY
ANIMAL CONTROL

County Office Building
County Board Rooms 209-210
111 W. Fox Street; Yorkville IL

Wednesday, May 23, 2018 – 8:30a.m.

A G E N D A

- 1. Call to Order**
- 2. Roll Call: Elizabeth Flowers (Chair), Lynn Cullick (Vice Chair), Matt Kellogg, Matthew Prochaska, John Purcell**
- 3. Approval of Agenda**
- 4. Approval of Minutes from April 25, 2018**
- 5. Monthly Reports**
 - Census Log
 - Bite Report
 - Operations Report
 - Accounting Report
- 6. Old Business**
- 7. New Business**
 - Discussion and Approval of Kendall County Animal Control Sign in and Release Form
- 8. Public Comment**
- 9. Executive Session**
- 10. Action Items for County Board**
- 11. Adjournment**

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Department at 630- 553-4171, a minimum of 24-hours prior to the meeting time



**KENDALL COUNTY
ANIMAL CONTROL**

Wednesday, April 25, 2018 at 8:30AM

MEETING MINUTES

Call to Order – The meeting was called to order by Committee Vice Chair Lynn Cullick at 8:39a.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Lynn Cullick	Here		
Elizabeth Flowers	ABSENT		
Matt Kellogg	ABSENT		
Matthew Prochaska	Here		
John Purcell	Yes		

With three members present, a quorum was established to conduct committee business.

Others present: Latreese Caldwell, Laura Pawson, Dr. Gary Schlapp

Approval of Agenda – Motion made by Member Purcell to approve the agenda, second by Member Prochaska. **With three members in agreement, the motion carried by a vote of 3-0.**

Approval of Minutes – Motion made by Member Prochaska to approve the minutes from March 28, 2018, second by Member Purcell. **With three members in agreement, the minutes were approved by a 3 -0 vote.**

Monthly Report – Laura Pawson reviewed the census report with the committee. Written report provided.

Available Dogs for Adoption: 1

Available Cats for Adoption: 4

Bite Report – Total: 13 (1 cat, 12 dogs)

Visitors viewing animals for March 2018 - 59

Events/News

- Thursday, May 17, 2018 Volunteer Orientation
- Saturday, May 12, 2018 Pet Supplies Plus Adoption Event
- Weekly “Pet of the Week” ad in Shaw Media Newspaper “Jose” American Pit Bull Terrier Mix

Operations Report – Written report provided. Ms. Pawson reported that they have cleaned and reorganized the garage allowing for the installation of metal kennels for law enforcement to place animals in, after hours, on weekends or on holidays.

Accounting Report - Written report provided.

Old Business - None

New Business

*Approval of Fence Gate Replacement and Improvements for the Outdoor Kennel Area – Member Prochaska made a motion to forward the replacement of the existing wooden gate with chain link gate by Ideal Fence in an amount not to exceed \$900.00, to the County Board for approval, second by Member Purcell. **With three members voting aye, the motion carried.***

Executive Session – Not needed

Action Items for the County Board

Approval of Fence Gate Replacement of the existing wooden gate with chain link gate by Ideal Fence in an amount not to exceed \$900.00

Public Comment – None

Adjournment – Member Prochaska made a motion to adjourn the meeting, second to the motion by Member Purcell. **With three members in agreement, the meeting was adjourned at 9:02a.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant & Recording Clerk



**KENDALL COUNTY
ANIMAL CONTROL**

**May 18, 2018
Kendall County Animal Control Census**

April Visitors AM: 15
April Visitors PM: 24

Total: 39

April 2018 Dog

Dog Intakes: 20
Dogs Adopted: 3
Reclaimed: 14
Transferred: 3
Euthanized: 0

April 2018 Cat

Cat Intakes: 6
Cats Adopted: 3
Cats Reclaimed: 1
Transferred: 2
Euthanized: 0

May 2018 - Month to Date/Year to Date/2017 Comparison YTD

Dog Intakes to Date: 13/84/87
Dogs Adopted: 4/25/21
Reclaimed: 9/52/50
Transferred to Rescue: 1/9/12
Euthanized: 0/1/5
Total Available Dogs for Adoption: 2/9
Total Unavailable Dogs: 2/2

Cat Intakes to date: 4/21/20
Cats Adopted: 0/19/13
Cats Reclaimed: 0/2/1
Transferred to Rescue: 0/3/4
Euthanized: 0/1/1
Total Adoptable Cats: 7 Cats / 3 Cats
Total Unavailable Cats: 2 Cats / 3 (1 Cat/1 Kitten)

EVENTS AND MEDIA:

Upcoming: Pet of the Week, Record Newspaper "Shasta" Labrador Retriever
Upcoming: Saturday, June 9, 2018 Pet Supplies Plus Adoption Event 11am-2pm
Upcoming: Tuesday, June 12, 2018 Volunteer Orientation 6:00-7:30pm



KENDALL COUNTY
ANIMAL CONTROL

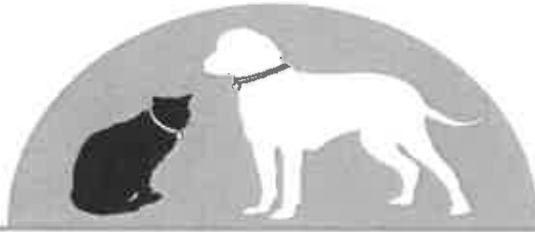
APRIL 2018

ANIMAL BITES TO HUMANS REPORTED TO KCAC

DATE	OWNER	BITING ANIMAL	PERSON BITTEN
4/1/18	OWNER	"SHADOW" PIT BULL TERRIER MIX (INTACT/UTD)	OWNER
4/5/18	OWNER	"CHARLIE" SHAR PEI (UTD/ALTERED)	OTHER
4/7/18	OWNER	"NINA" ROTTWEILLER (ALTERED/UTD)	OTHER
4/7/18	OWNER	"CASH" GERMAN SHEPHERD (ALTERED/UTD)	OWNER
4/8/18	OWNER	"SOPHIE" DOBERMAN PINSCHER (UTD/ALTERED)	OTHER
4/9/18	OWNER	"ROXY" PIT BULL TERRIER (UTD/ALTERED)	OTHER
4/10/18	OWNER	"BENJI" LLASA APSO MIS (UTD/ALTERED)	OTHER
4/11/18	OWNER	"ROOKIE" HUSKY MIX (NOT UTD/ALTERED)	OWNER
4/12/18	OWNER	"NIKO" HUSKY (ALTERED/	OWNER
4/12/18	OWNER	"APOLLO" AKITA (INTACT/UTD)	OTHER
4/12/18	OWNER	"BUEHRLE" BURNESE MOUNTAIN DOG. (UTD/ALTERED	OTHER
4/14/18	OWNER	"GREG" CAT (UTD/ALTERED)	OTHER
4/14/18	OWNER	"LUNA" POODLE (UTD/ALTERED)	OWNER
4/19/18	OWNER	"LOLA" BULLDOG (UTD/ALTERED)	OWNER
4/22/18	OWNER	"JAKE" BOXER (ALTERED/UTD)	OWNER
4/22/18	OWNER	"BRAVE" BORDER COLLIE (ALTERED/UTD)	OWNER
4/23/18	OWNER	UNKNOWN DOG	OWNER
4/22/18	OWNER	"WESLEY" BORDER COLLIE (ALTERED/UTD)	OWNER
4/24/18	OWNER	"ZEEK" AUSTRALIAN SHEPHERD (UTD/ALTERED)	OWNER
4/24/18	OWNER	"DAISY" PIT BULL TERRIER (INTACT/NOT UTD)	OWNER
4/27/18	OWNER	"ROSCO" PIT BULL TERRIER MIX (ALTERED/NOT UTD)	OWNER

PIT BULL TERRIER MIX	2
SHAR PEI	1
ROTTWEILER	1
GERMAN SHEPHERD	1
DOBERMAN PINSCHER	1
PIT BULL TERRIER	2
LLASA APSO	1
HUSKY	1
HUSKY MIX	1
AKITA	1
BURMESE MOUNTAIN DOG	1
POODLE	1
BULLDOG	1
BOXER	1
BORDER COLLIE	2
AUSTRALIAN SHEPHERD	1
UNKNOWN DOG	1
CAT	1
<hr/>	
Total:	21

Multiple Bites: 0



KENDALL COUNTY
ANIMAL CONTROL

Financial Statements FY18
April 2018

KENDALL COUNTY ANIMAL CONTROL
Statement of Revenues And Expenditures
4/30/2018

	CURRENT YEAR				PRIOR YEAR	VARIANCE
	FY18 Budget	April Actual	YTD Actual	YTD Percent of Budget	4/30/17 YTD	FY18 YTD v. FY17 YTD
Animal Control Fund #350						
REVENUE						
Rabies Tags Sold	\$ 189,520	\$ 25,205	\$ 92,881	49.0%	\$ 93,490	(609)
Fines & Fees (Total)	32,000	1,878	9,642	30.1%	12,685	(3,043)
Donations	5,000	203	1,814	36.3%	1,363	451
Intact Registration Fee	12,000	1,210	3,395	28.3%	5,250	(1,855)
Miscellaneous	300		25	8.3%		25
Total Revenue	\$ 238,820	\$ 28,294	\$ 107,757	45.1%	\$ 112,788	\$ (5,031)
EXPENDITURE						
Salary - Animal Control Warden	\$ 49,234	\$ 3,787	\$ 18,936	38.5%	\$ 20,038	\$ (1,102)
Salary - Assistant Warden	29,994	2,307	11,536	38.5%	6,781	4,755
Salary - Other	58,068	4,175	18,841	32.5%	22,397	(3,556)
Salary - Administrator	8,500	500	2,500	38.5%	2,742	(242)
Overtime	3,000					
Supplies	1,500	358	590	39.3%	509	81
Postage	1,100	140	637	57.9%	341	296
Training	1,500		1,368	91.2%	538	832
Telephone & Pager	250	37	82	32.9%	98	(14)
Equipment	4,000		1,268	31.7%	661	607
Vehicle Expense & Gasoline	2,500		125	5.0%	312	(187)
Uniforms	750		-		39	(39)
Volunteers/Public Relations	1,000		428	42.8%	648	(220)
Rabies Tags	2,500		181	7.2%		181
Transportation, Board & Care	12,000	685	3,289	27.2%	4,544	(1,275)
Observation/Disposal	500		120	24.0%		120
Microchips	1,700	477	477	28.1%		477
Capital Expenditures	2,500		183	6.5%	34	129
Total Operating Expenditure	\$ 178,586	\$ 12,485	\$ 60,520	33.9%	\$ 59,678	\$ 842
TRANSFERS OUT						
Transfer to General Fund	\$ 48,475	\$ 1,955	\$ 12,774	26.4%	\$ 6,023	\$ 6,751
Transfer to IMRF Fund	14,000	867	4,725	33.8%	9,207	(4,482)
Transfer to Building Fund	10,000					
Transfer to SS Fund	10,500	698	3,839	36.6%		3,839
Total Transfers Out	\$ 82,975	\$ 3,521	\$ 21,338	25.7%	\$ 15,230	\$ 6,108
Total Expenditure & Transfers Out	\$ 261,561	\$ 15,986	\$ 81,858	31.3%	\$ 74,908	\$ 6,950
Total Revenue Over/(Under) Expenditure	\$ (22,741)	\$ 12,308	\$ 25,899		\$ 37,880	\$ (11,961)

**KENDALL COUNTY ANIMAL CONTROL FUND #350
FUND (CASH) BALANCE
FY 2018**

MONTH	FY18 Monthly REVENUE OVER/(UNDER) EXPENSES	FY18 FUND (CASH) BALANCE	FY17 Monthly REVENUE OVER/(UNDER) EXPENSES	FY17 FUND (CASH) BALANCE
Beginning Fund (Cash) Balance		\$ 185,196		\$ 128,836
December-17	\$ 917	186,113	\$ (2,667)	126,169
January-18	26,202	212,314	7,513	133,682
February-18	(5,972)	206,342	16,915	150,597
March-18	(7,556)	198,787	10,076	160,673
April-18	12,308	211,095	6,042	166,715
May-18			5,036	171,751
June-18			2,149	173,899
July-18			(606)	173,294
August-18			13,274	186,567
September-18			110	186,677
October-18			11,898	198,575
November-18			(13,379)	185,196
Fund (Cash)	\$ 25,899		\$ 56,359	
YTD Fund Balance		\$ 211,095		\$ 185,196

KENDALL COUNTY ANIMAL CONTROL
Statement of Revenues And Expenditures
4/30/2018

Animal Control Capital Fund #340

	FY18 Budget	April Actual	YTD Actual	YTD Percent of Budget	Fund Balance
Beginning Balance	\$ 134,712		\$ 134,712		FY10 \$70,000 FY11 87,769 FY12 41,062 FY13 46,762 FY14 51,661 FY15 69,276 FY16 125,571 FY17 134,712 FY18 133,682
Revenue					
Other Revenue	-	-	-	-	
Total Revenue	-	-	-	-	
Expenditure					
Expense - Building Improvements	48,100	-	1,030	2.1%	
Total Expenditure	48,100	-	1,030	2.1%	
Transfers In					
Transfers In - from Animal Control Fund	10,000	-	-	0.0%	
Total Transfers In	10,000	-	-	0.0%	
Ending Balance	\$ 96,612	\$ -	\$ 133,682		

Animal Medical Care Fund #341

	FY18 Budget	April Actual	YTD Actual	YTD Percent of Budget	Fund Balance
Beginning Balance	\$ 32,325		\$ 32,325		FY13 \$250 FY14 21,935 FY15 33,497 FY16 32,810 FY17 32,325 FY18 31,085
Revenue					
Donations & Receipts	1,000	80	180	18.0%	
Total Revenue	1,000	80	180	18.0%	
Expenditure					
Animal Medical Care Expenses	3,000	150	611	20.4%	
Heartworm Testing	500	170	170	34.0%	
FelLuk/FIV Testing	500	304	639	127.8%	
Total Expenditure	4,000	624	1,420	35.5%	
Ending Balance	\$ 29,325	\$ (544)	\$ 31,085		

**KENDALL COUNTY ANIMAL CONTROL FUND #350
VOUCHERS PAID
April-2018**

LINE ITEM	VENDOR	DESCRIPTION	AMOUNT	
3502-000-6200	SUPPLIES			
	Kendall Printing	Intake Folder	\$ 76.20	
	First National Bank of Omaha	Office Safe	<u>279.99</u>	
				\$ 356.19
3502-000-6201	POSTAGE			
	Postage	March - April 2018	<u>140.16</u>	140.16
3502-000-6207	TELEPHONE & PAGER			
	Sprint	Cellular Phone	10.71	
	Sprint	Cellular Phone	<u>26.14</u>	36.85
3502-000-6897	TRANSPORTATION, BOARD & CARE			
	Countryside Veterinary Clinic	Board and Care	236.39	
	Countryside Veterinary Clinic	Board and Care	<u>449.09</u>	685.48
3502-000-6901	MICROCHIPS			
	Pethealth Services	Microchips	<u>477.00</u>	477.00
		TOTAL	<u>\$ 1,695.68</u>	

KENDALL COUNTY ANIMAL CONTROL
Statement of Revenues And Expenditures
3/31/2018

State Pet Population Control Fund #860

	FY18 Budget	April Actual	YTD Actual	YTD Percent of Budget	Fund Balance
Beginning Balance	\$ 11,315		\$ 11,315		FY10 \$915 FY11 780 FY12 1,980
Revenue					FY13 110 FY14 5,885 FY15 7,990 FY16 9,830 FY17 11,315
Dogs Running at Large Fee	1,500	80	320	21.3%	FY18 11,635
Dangerous Dog Fee					
Vicious Dog Fee					
Impoundment					
Dog Bites					
Total Revenue	1,500	80	320	21.3%	
Expenditure					
Remittance to State of IL	10,990				
Total Expenditure	10,990	-	-	-	
Ending Balance	\$ 1,825	\$ 80	\$ 11,635		

Animal Population Control Fund #870

	FY18 Budget	April Actual	YTD Actual	YTD Percent of Budget	Fund Balance
Beginning Balance	\$ 106,508		\$ 106,508		FY10 \$29,314 FY11 48,248 FY12 60,939
Revenue					FY13 64,358 FY14 71,549 FY15 83,094 FY16 97,935
Fees	16,000	1,695	4,835	30.2%	FY17 106,508
Total Revenue	16,000	1,695	4,835	30.2%	FY18 106,855
Expenditure					
Spay/Neuter Adopted Dogs/Cats	4,500	490	1,849	41.1%	
Spay/Neuter Targeted Dogs/Cats	2,500	1,530	2,839	105.6%	
Total Expenditure	7,000	2,020	4,488	64.1%	
Ending Balance	\$ 115,608	\$ (325)	\$ 106,855		

KENDALL COUNTY ANIMAL CONTROL
Visitor Sign in and Waiver of Liability

By signing below, I certify that I understand and agree that Kendall County Animal Control and/or its staff are not responsible for ANY injuries or losses on or off of the premises. I further understand that animals may cause great bodily harm, or even death, and that there is an assumption of risk with any activity involving animals. By signing this waiver, I release Kendall County Animal Control and/or its staff from liability for injury or loss, for any reason.

Date: _____ Time: _____ Signed: X _____ Printed Name: _____

Here For: _____ How did you hear about us? _____

Date: _____ Time: _____ Signed: X _____ Printed Name: _____

Here For: _____ How did you hear about us? _____

Date: _____ Time: _____ Signed: X _____ Printed Name: _____

Here For: _____ How did you hear about us? _____

Date: _____ Time: _____ Signed: X _____ Printed Name: _____

Here For: _____ How did you hear about us? _____

SIGN IN AND RELEASE FORM FOR MINOR CHILD

Minor Child's ("Participant's") Full Name	Age	Minor Child's ("Participant's") Full Name	Age

Name of Person Completing this Form: _____ Age: _____
(Please note that this form must be completed by the minor child's parent or legal guardian)

Address: _____ Phone: _____

Relationship to Minor Child: _____ Here for: _____

ASSUMPTION OF RISK AND GENERAL RELEASE

I the undersigned as the parent or legal guardian of the above referenced minor child or children (hereinafter referred to as "Participant(s)") do hereby affirm that I have voluntarily chosen to allow the Participant(s) to view, visit and/or interact with an animal(s) in the custody of the Kendall County Animal Control on or off the premises of Kendall County Animal Control. I, on behalf of the Participant(s), voluntarily execute this Assumption of Risk and General Release Form and confirm our understanding and agreement of the following:

1. Risks. I understand that animals may cause harm and there is an assumption of risk with any activity involving animals. These risks include, without limitation, illnesses, injuries, and even death. I understand these risks and assume them knowingly and willingly. I will take every precaution to safeguard the Participant's health, safety, and personal belongings. I understand that Kendall County, Illinois ("County"), it's elected officials, employees, volunteers, insureds, successors and assigns (hereafter collectively referred to as "County") does not bear any responsibility for the Participant(s) and cannot eliminate all risks or guarantee my Participant's safety.

2. General Release. Knowing the risks described above, I agree, on behalf of myself, Participant(s) and Participant's family, heirs, and personal representative(s), to assume all the risks and responsibilities surrounding Participant's viewing, visitation or/or interaction with a county animal . To the maximum extent permitted by law, I, on behalf of myself and Participant(s), and Participant's family, heirs and personal representative(s), hereby release, hold harmless and agree to indemnify and defend (with counsel of the County's own choosing) the County from and against any present or future claims, losses, liabilities, costs and expenses (including, but not limited to attorneys' fees, expert fees and court costs) for injury to person or property, or for any other damage, which I or Participant(s) may suffer, or for which I or Participant(s) may be liable to any other person, resulting from any cause while participating in any Count event or activities and weather caused by the negligence of the County or otherwise. Pursuant to Illinois law, 55 ILCS 5/3-9005, any attorney representing the County must first be approved by the Kendall County State's Attorney and appointed a Special Assistant State's Attorney. The County's participation in its defense shall not remove the duty to indemnify, defend, and hold the County harmless, as set forth above. The County does not waive its defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) and/or any other applicable state of federal law by reason of indemnification or insurance.

3. Entire Agreement. This Agreement represents the entire Agreement between the parties and there are no other promises or conditions in any other Agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties and may not be modified except in writing acknowledged by both parties.

4. Choice of Law and Venue. This Agreement shall be construed in accordance with the laws and Constitution of the State of Illinois and if any provision is invalid for any reason, such invalidation shall not render invalid other provisions which can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit, State of Illinois.

I certify that I am age 18 or older. I have carefully read and freely signed this Assumption of Risk and General Release Form.

Participant's Parent or Legal Guardian's Name (Print) : _____

Participant's Parent or Legal Guardian's Signature: _____ Date: _____

Staff Witness Initials: _____ Date and Time Received _____ / _____ AM/PM

SIGN IN AND RELEASE FORM

Name ("Participant"): _____ Age: _____

Home Address: _____

Telephone Number: _____

Here for: _____ How did you hear about us? _____

ASSUMPTION OF RISK AND GENERAL RELEASE

I, the undersigned (hereinafter referred to as "Participant"), do hereby affirm that I have voluntarily chosen to view, visit and/or interact with an animal(s) in the custody of the Kendall County Animal Control on or off Kendall County Animal Control's premises. I voluntarily execute this Assumption of Risk and General Release Form and confirm our understanding and agreement of the following:

1. Risks. I understand that animals may cause harm and there is an assumption of risk with any activity involving animals. These risks include, without limitation, illnesses, injuries, and even death. I understand these risks and assume them knowingly and willingly. I will take every precaution to safeguard my health, safety, and personal belongings. I understand that Kendall County, Illinois, its elected officials, employees, volunteers, insureds, successors and assigns (hereinafter collectively referred to as "County") do not bear any responsibility for me and cannot eliminate all risks or guarantee my safety.

2. General Release. Knowing the risks described above, I agree, on behalf of myself and my family, heirs, and personal representative(s), to assume all the risks and responsibilities surrounding my viewing, visitation or/interaction with a County animal. To the maximum extent permitted by law, I, on behalf of myself, , and my family, heirs and personal representative(s) hereby release, hold harmless and agree to indemnify and defend (with counsel of the County's own choosing) the County from and against any present or future claims, losses, liabilities, costs and expenses (including, but not limited to attorneys' fees, expert fees and court costs) for injury to person or property, or for any other damage, which I suffer, or for which I may be liable to any other person, resulting from any cause while participating in any County event or activities and whether caused by the negligence of the County or otherwise. Pursuant to Illinois law, 55 ILCS 5/3-9005, any attorney representing the County must first be approved by the Kendall County State's Attorney and appointed a Special Assistant State's Attorney. The County's participation in its defense shall not remove the duty to indemnify, defend, and hold the County harmless, as set forth above. The County does not waive its defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) and/or any other applicable state or federal law by reason of indemnification or insurance.

3. Entire Agreement. This Agreement represents the entire Agreement between the parties and there are no other promises or conditions in any other Agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties and may not be modified except in writing acknowledged by both parties.

4. Choice of Law and Venue. This Agreement shall be construed in accordance with the laws and Constitution of the State of Illinois and if any provision is invalid for any reason, such invalidation shall not render invalid other provisions which can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit, State of Illinois.

I certify that I am age 18 or older. I have carefully read and freely signed this Assumption of Risk and General Release Form.

Participant's Name (Print): _____

Participant's Signature: _____ Date Signed: _____

Staff Witness Initials: _____ Date and Time Received _____ / _____ AM/PM

