



KENDALL COUNTY ANIMAL CONTROL

**Kendall County Historic Courthouse
3rd Floor Courtroom; Yorkville IL
Wednesday, September 23, 2020 – 8:30a.m.
A G E N D A**

- 1. Call to Order**
- 2. Roll Call: Amy Cesich (Chair), Robyn Vickers (Vice Chair), Elizabeth Flowers, Scott Gengler, Matthew Prochaska**
- 3. Approval of Agenda**
- 4. Approval of Minutes from July 29, 2020**
- 5. Monthly Reports**
 - Census Log
 - Bite Report
 - Operations Report
 - Accounting Report
- 6. Old Business**
- 7. New Business**
- 8. Public Comment**
- 9. Executive Session**
- 10. Action Items for County Board**
- 11. Adjournment**

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Conference ID: 434 858 150#**

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

**COUNTY OF KENDALL, ILLINOIS
ANIMAL CONTROL COMMITTEE**

**MEETING MINUTES
Wednesday, July 29, 2020**

Call to Order – The meeting was called to order by Committee Chair Amy Cesich at 8:30 a.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Amy Cesich	Present		
Elizabeth Flowers	Present (Remotely)		
Scott Gengler	Here (Remotely)		
Matthew Prochaska	Here		
Robyn Vickers	Here (Remotely)		

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

Others present: Matt Kinsey, Scott Koeppel, Laura Pawson

Approval of Agenda – Motion made by Member Prochaska, second by Member Flowers to approve the agenda.

Roll Call

Attendee	Vote
Elizabeth Flowers	Aye
Scott Gengler	Yes
Matthew Prochaska	Yes
Robyn Vickers	Yes
Amy Cesich	Yes

With five members voting aye, the motion carried by a vote of 5-0.

Approval of Minutes – Motion made by Member Prochaska to approve the minutes from June 24, 2020 second by Member Vickers.

Roll Call

Attendee	Vote
Scott Gengler	Yes
Matthew Prochaska	Yes
Robyn Vickers	Yes
Amy Cesich	Yes
Elizabeth Flowers	Yes

With five committee members in agreement, the minutes were approved by a 5-0 vote.

Monthly Reports

- **Census Log** – Laura Pawson reviewed the census log with the committee.

Shelter Count as of July 21, 2020

Dogs Available for Adoption: 1

Unavailable Dogs for Adoption: 7

Cats Available for Adoption: 1

Unavailable Cats for Adoption: 0

Upcoming Events

Volunteer Orientation at KCAC on Saturday, August 15 2:30pm-4pm

- **Bite Report** – Ms. Pawson reviewed the Bite Report, and said there were several with multiple bites. The report indicated there were 22 dog bites and 0 cat bite for the month of June. Written report provided.
- **Operations Report** – Ms. Pawson reported that while they were closed due to Covid-19, they were able to scan and file documentation, and organize the office more efficiently.

Ms. Pawson stated that the offices are very crowded and there is difficulty in hearing, holding conversations, and moving around with multiple people in each office area.

Accounting Report – Written report provided.

Old Business – None

New Business

Discussion of Animal Control Finances – Scott Koeppel reviewed the Accounting Report with the committee, and stated that rabies tags are down due to Covid-19 and the Animal Control and Vet office closures. Mr. Koeppel stated they anticipate an increase in rabies tag sales as vet offices reopen. Discussion on including sale of dog rabies tags and cat rabies tags on future reports.

Mr. Koeppel also stated that expenditures are lower due to office closure, there is an increase in the part-time employee salary line, and Director Pawson will adjust scheduling to watch that line item.

There will be a transfer of \$92,500 for the building renovations, and also transfers out of \$15,000 for IMRF, \$12,000 for SS, and \$53,280 to the General fund.

Member Prochaska asked about using Population Control funds for vehicle maintenance by adding marketing for pet spay/neutering, feral cat program or for some type of awareness campaign.

Executive Session – Not needed

Action Items for the County Board – None

Action Items for the Committee of the Whole – None

Questions from the Media – None

Public Comment – None

Adjournment – Member Prochaska made a motion to adjourn the meeting, second by Member Flowers. With five members present in agreement, the meeting was adjourned at 8:59a.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant & Recording Clerk



AUGUST 2020

ANIMAL BITES TO HUMANS REPORTED TO KCAC

DATE	OWNER	BITING ANIMAL	PERSON BITTEN
8/03/20	OWNER	"COLT" ALASKAN HUSKY (UTD/UNALTERED)	OTHER
8/03/20	OWNER	"BEANS" BULL TERRIER (UTD/ALTERED)	OTHER
8/08/20	OWNER	"BARRACK" PIT BULL (UTD/ALTERED)	OTHER
8/09/20	OWNER	"RUBY ROSE" PIT BULL/MIX (UTD/ALTERED)	OWNER
8/09/20	OWNER	"OAKLEY" GERMAN SHEPHERD (UTD/ALTERED)	OTHER
8/10/20	OWNER	"TWITCH" DSH CAT (UTD/ALTERED)	OWNER
8/20/20	OWNER	"LANEY" BULL TERRIER (UTD/ALTERED)	OTHER
8/20/20	OWNER	"LULU" BOXER/CHOW CHOW (NOT UTD/ALTERED)	OTHER
8/25/20	OWNER	"PEANUT" DSH CAT (UTD/ALTERED)	OTHER
8/25/20	OWNER	"KODA" BORDER COLLIE (NOT UTD/ALTERED)	OTHER
8/25/20	OWNER	"COCOA" SHIH TZU (UTD/ALTERED)	OTHER
8/30/20	OWNER	"ROCCO" MASTIFF/MIX (UTD/UNALTERED)	OTHER

5/14

PIT BULL	1
PIT BULL/MIX	1
ALASKAN HUSKY	1
BULL TERRIER	2
BOXER/CHOW CHOW	1
GERMAN SHEPHERD	1
SHIH TZU	1
MASTIFF/MIX	1
BORDER COLLIE	1
DSH CAT	2

Total: 12

Multiple Breeds: 0

6/14

Kennel Summary for 8/1/2020 to 8/31/2020

	CAT	DOG
INTAKE	4	23
ADOPTION	1	9
RTO	1	16
TRANSFER	1	1

Kennel Summary for Year to Date

	CAT	DOG
INTAKE	17	126
ADOPTION	6	25
RTO	3	73
TRANSFER	7	26
EUTH	1	3

Kennel Statistics Report

Intakes from 08/01/20 to 08/31/20

		CAT	DOG	KITTEN	PUPPY	TOTAL
RETURN	OTC	0	1	0	0	1
	TOTAL	0	1	0	0	1
STRAY		0	2	0	0	2
	OTC	3	18	1	2	24
	TOTAL	3	20	1	2	26
TOTAL		3	21	1	2	27

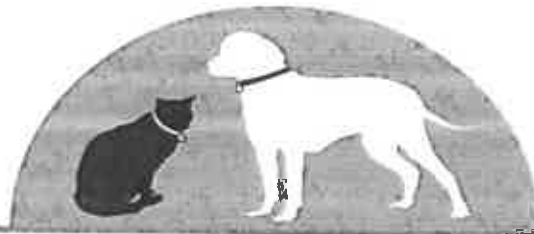
A004251	LAKA	DOG	DOG ADOPT	08/08/2020		STRAY	41
A004164	JACKSON	DOG	DOG ADOPT	08/10/2020	08/27/2020	RETURN	17
A004249	KOA	CAT	CAT ADOPT	08/07/2020	08/29/2020	STRAY	22
A004253	NOHEA	CAT	CAT ADOPT	08/10/2020		STRAY	39
A004262	CHIEF	DOG	DOG ISO	08/13/2020	08/13/2020	STRAY	0
A004263	BEANS	DOG	DOG ADOPT	08/13/2020	09/12/2020	STRAY	30
A004271	MAUI	CAT	CAT ADOPT	08/14/2020		STRAY	35
A004278	MAX	DOG	DOG ADOPT	08/15/2020	08/27/2020	STRAY	12
A004280	TRIGGER	DOG	DOG ISO	08/17/2020	08/17/2020	STRAY	0
A004281	DIXIE	DOG	DOG ISO	08/17/2020	08/17/2020	STRAY	0
A004282	CRUNCHER	DOG	DOG ISO	08/17/2020	08/17/2020	STRAY	0
A004289	MINI OREO	CAT	CAT ISO	08/17/2020	08/17/2020	STRAY	0
A004295	BABO	DOG	DOG ISO	08/18/2020	08/19/2020	STRAY	1
A004296	PHOEBE	DOG	DOG ISO	08/19/2020	08/19/2020	STRAY	0
A004229	BOB	DOG	DOG ISO	08/03/2020	08/03/2020	STRAY	0
A004234	LANAI	DOG	DOG ADOPT	08/03/2020	08/17/2020	STRAY	14
A004245	LOLA	DOG	DOG ISO	08/06/2020	08/06/2020	STRAY	0
A004292	ROXY	DOG	DOG ISO	08/18/2020	08/19/2020	STRAY	1
A004309	TEQUILA	DOG	DOG ISO	08/24/2020	08/24/2020	STRAY	0
A004310	TUMERICK	DOG	DOG ISO	08/24/2020	08/24/2020	STRAY	0
A004314	MUFFIN	DOG	DOG ISO	08/25/2020	08/25/2020	STRAY	0
A004316	MAX	DOG	DOG ADOPT	08/25/2020	09/15/2020	STRAY	21
A004317	RUBY	DOG	DOG ADOPT	08/25/2020	09/15/2020	STRAY	21
A004319	LUNA	DOG	DOG ISO	08/27/2020	08/27/2020	STRAY	0
A004325	BEACHER	DOG	DOG ISO	08/29/2020	08/31/2020	STRAY	2
A004328	LULEE	DOG	DOG ISO	08/31/2020	08/31/2020	STRAY	0
A004327	DEUCE	DOG	DOG ISO	08/30/2020	08/31/2020	STRAY	1

Kennel Statistics Report

Outcomes from 08/01/20 to 08/31/20

		CAT	DOG	KITTEN	TOTAL
ADOPTION		0	9	1	10
	TOTAL	0	9	1	10
RTO		1	16	0	17
	TOTAL	1	16	0	17
TRANSFER		1	1	0	2
	TOTAL	1	1	0	2
TOTAL		2	26	1	29

A003999	LIL TIMMY	DOG	DOG ADOPT	06/20/2020	08/06/2020	ADOPTION	47
A001764	HOWIE	DOG	DOG ISO	07/07/2020	08/10/2020	TRANSFER	34
A004070	DIXIE	DOG	DOG ADOPT	07/07/2020	08/08/2020	ADOPTION	32
A004109	ARCHIE	DOG	DOG ADOPT	07/13/2020	08/04/2020	ADOPTION	22
A004164	JACKSON	DOG	DOG ADOPT	07/21/2020	08/06/2020	ADOPTION	16
A004164	JACKSON	DOG	DOG ADOPT	08/10/2020	08/27/2020	ADOPTION	17
A004249	KOA	CAT	CAT ADOPT	08/07/2020	08/29/2020	ADOPTION	22
A004262	CHIEF	DOG	DOG ISO	08/13/2020	08/13/2020	RTO	0
A004278	MAX	DOG	DOG ADOPT	08/15/2020	08/27/2020	ADOPTION	12
A004280	TRIGGER	DOG	DOG ISO	08/17/2020	08/17/2020	RTO	0
A004281	DIXIE	DOG	DOG ISO	08/17/2020	08/17/2020	RTO	0
A004282	CRUNCHER	DOG	DOG ISO	08/17/2020	08/17/2020	RTO	0
A004289	MINI OREO	CAT	CAT ISO	08/17/2020	08/17/2020	RTO	0
A004295	BABO	DOG	DOG ISO	08/18/2020	08/19/2020	RTO	1
A004296	PHOEBE	DOG	DOG ISO	08/19/2020	08/19/2020	RTO	0
A004175	SADIE	DOG	DOG ADOPT	07/23/2020	08/06/2020	ADOPTION	14
A004187	GRETCHEN	CAT	CAT ISO	07/23/2020	08/07/2020	TRANSFER	15
A004222	HAZEL	DOG	DOG ADOPT	07/30/2020	08/10/2020	ADOPTION	11
A004229	BOB	DOG	DOG ISO	08/03/2020	08/03/2020	RTO	0
A004234	LANAI	DOG	DOG ADOPT	08/03/2020	08/17/2020	ADOPTION	14
A004245	LOLA	DOG	DOG ISO	08/06/2020	08/06/2020	RTO	0
A004292	ROXY	DOG	DOG ISO	08/18/2020	08/19/2020	RTO	1
A004309	TEQUILA	DOG	DOG ISO	08/24/2020	08/24/2020	RTO	0
A004310	TUMERICK	DOG	DOG ISO	08/24/2020	08/24/2020	RTO	0
A004314	MUFFIN	DOG	DOG ISO	08/25/2020	08/25/2020	RTO	0
A004319	LUNA	DOG	DOG ISO	08/27/2020	08/27/2020	RTO	0
A004325	BEACHER	DOG	DOG ISO	08/29/2020	08/31/2020	RTO	2
A004328	LULEE	DOG	DOG ISO	08/31/2020	08/31/2020	RTO	0
A004327	DEUCE	DOG	DOG ISO	08/30/2020	08/31/2020	RTO	1



**KENDALL COUNTY
ANIMAL CONTROL**

***Financial Statements FY20
August 2020***

KENDALL COUNTY ANIMAL CONTROL FUND #1301
Statement of Revenues And Expenditures
8/31/2020

	CURRENT YEAR				PRIOR YEAR	VARIANCE
	FY20 Budget	August Actual	FY20 YTD	YTD Percent of Budget	FY19 YTD	FY20 YTD v. FY19 YTD
REVENUE						
Fines & Fees	\$ 20,000	\$ 4,274	\$ 19,119	95.6%	\$ 10,220	\$ 8,899
Miscellaneous	300		(147)	-49.0%		(147)
Donations	5,000	2,232	4,371	87.4%	6,287	(1,916)
Rabies Tags Sold	262,500	21,180	166,226	63.3%	167,810	(1,584)
Intact Registration Fee	10,000	945	10,535	105.4%	8,865	1,670
Total Revenue	\$ 297,800	\$ 28,631	\$ 200,104	67.2%	\$ 193,182	\$ 6,922
EXPENDITURE						
Salary - Other	\$ 78,884	\$ (21,054)	\$ 47,978	60.8%	\$ 34,312	\$ 13,666
Salary - Administrator	6,500	500	4,750	73.1%	4,750	-
Salary - Animal Control Warden	51,223	1,971	35,450	69.2%	36,680	(1,231)
Salary - Assistant Warden	36,067	26,343	26,343	73.0%	260	26,083
Overtime	1,500					
Office Supplies	1,500	617	1,223	81.6%	1,084	139
Postage	1,400	92	628	44.9%	768	(140)
Training	2,000		55	2.8%	756	(701)
Telephone & Pager	250		33	13.0%	103	(70)
Equipment	3,500	84	233	6.7%	1,556	(1,323)
Vehicle Maintenance	2,200	375	771	35.1%	1,803	(1,032)
Gasoline/Fuel/Oil		49	312			312
Uniforms	750		144	19.2%	383	(239)
Observation/Disposal	500		150	30.0%	175	(25)
Microchips	1,800	814	814	45.2%	928	(114)
Volunteers/Public Relations	1,000		455	45.6%	123	332
Neuter/Spay Fees			90			90
Rabies Tags	2,500		-		2,008	(2,008)
Transportation, Board & Care	12,000	49	5,539	46.2%	14,705	(9,166)
Kennel Improvements		447	1,001		1,044	(43)
Capital Expenditures	2,000		-		820	(820)
Total Operating Expenditure	\$ 205,574	\$ 10,288	\$ 125,969	61.3%	\$ 102,258	23,711
TRANSFERS OUT						
Transfer to General Fund	\$ 53,280	\$ 1,363	\$ 12,069	22.7%	\$ 7,769	\$ 4,300
Transfer to IMRF Fund	15,000	1,074	10,297	68.7%	5,428	4,869
Transfer to SS Fund	12,000	922	9,089	75.7%	5,495	3,594
Transfer to Building Fund	92,500		-			
Total Transfers Out	\$ 172,780	\$ 3,360	\$ 31,455	18.2%	\$ 18,692	\$ 12,763
Total Expenditure & Transfers Out	\$ 378,354	\$ 13,647	\$ 157,424	41.6%	\$ 120,950	\$ 36,474
Total Revenue Over/(Under) Expenditure	\$ (80,554)	\$ 14,984	\$ 42,680	-53.0%	\$ 72,232	\$ (29,552)

**KENDALL COUNTY ANIMAL CONTROL FUND #1301
FUND (CASH) BALANCE
FY 2020**

MONTH	FY20 Monthly REVENUE OVER/(UNDER) EXPENSES	FY20 FUND (CASH) BALANCE	FY19 Monthly REVENUE OVER/(UNDER) EXPENSES	FY19 FUND (CASH) BALANCE
Beginning Fund (Cash) Balance		\$ 213,970		\$ 185,793
December-19	\$ (186)	213,784	\$ (2,924)	182,869
January-20	19,256	233,040	4,778	187,647
February-20	(7,222)	225,818	19,759	207,406
March-20	491	226,309	12,025	219,431
April-20	(8,928)	217,381	12,388	231,819
May-20	(11,558)	205,823	(1,311)	230,508
June-20	21,516	227,339	11,082	241,590
July-20	14,327	241,666	6,655	248,245
August-20	14,984	256,650	9,781	258,026
September-20			21,732	279,758
October-20			3,106	282,864
November-20			(68,894)	213,970
Fund (Cash)	\$ 42,680		\$ 28,177	
YTD Fund Balance		\$ 256,650		\$ 213,970

**KENDALL COUNTY ANIMAL CONTROL FUND #1301
VOUCHERS PAID
August-2020**

LINE ITEM	VENDOR	DESCRIPTION	AMOUNT	
1301-01-62000	SUPPLIES			
	1st National Bank of Omaha	Office Supplles / Equipment	\$ 15.93	
	1st National Bank of Omaha	Office Supplles / Equipment	15.93	
	1st AYD Corp	Kennel Supplies	<u>585.07</u>	
				\$ 616.93
1301-01-62010	POSTAGE			
	Postage	2020 Postage - July	<u>92.00</u>	
				92.00
1301-01-62160	EQUIPMENT			
	1st National Bank of Omaha	Office Supplies/Equipment	52.63	
	1st National Bank of Omaha	Office Supplies/Equipment	20.03	
	First National Bank of Omaha	Office Supplies/Equipment	<u>11.63</u>	
				84.29
1301-01-62170	VEHICLE MAINTENANCE			
	Signarama	Van Graphics	<u>375.14</u>	
				375.14
1301-01-68950	Gasoline/Fuel/Oil			
	Kendall County Highway	Gasoline Expense	<u>49.24</u>	
				49.24
1301-01-68970	TRANSPORTATION, BOARD & CARE			
	Shaw Media	Newspaper Ad	10.00	
	Countryside Veterinary	Board & Care	<u>39.29</u>	
				49.29
1301-01-68980	KENNEL IMPROVEMENTS			
	Signarama	Wall Graphics	147.80	
	1st National Bank of Omaha	Office Supplles / Equipment	<u>299.29</u>	
				447.09
3502-000-6901	MICROCHIPS			
	Datamars	Microchips	<u>814.12</u>	
				814.12
TOTAL				<u><u>\$ 2,528.10</u></u>

KENDALL COUNTY ANIMAL CONTROL
Statement of Revenues And Expenditures
8/31/2020

Animal Medical Care Fund #1302

	FY20 Budget	August Actual	YTD Actual	YTD Percent of Budget	Fund Balance
Beginning Balance	\$ 20,132		\$ 20,132		FY13 \$250 FY14 21,935 FY15 33,497
Revenue					FY16 32,810 FY17 32,325 FY18 26,165 FY19 20,132
Donations & Receipts	10			0.0%	
Total Revenue	10	-	-	0.0%	FY20 19,164
Expenditure					
Animal Medical Care Expenses	3,000		570	19.0%	
Heartworm Testing	500		333	66.6%	
FeLuk/FIV Testing	750	-	66	8.8%	
Total Expenditure	4,250	-	969	22.8%	
Ending Balance	\$ 15,892	\$ -	\$ 19,164		

County Animal Population Control Fund #1309

	FY20 Budget	August Actual	YTD Actual	YTD Percent of Budget	Fund Balance
Beginning Balance	\$ 117,266		\$ 117,266		FY10 \$29,314 FY11 46,246 FY12 60,939
Revenue					FY13 64,358 FY14 71,549 FY15 83,094 FY16 97,935
Fees	12,000		8,289	69.1%	
Total Revenue	12,000	-	8,289	69.1%	FY17 106,508 FY18 108,859 FY19 117,265 FY20 118,902
Expenditure					
Spay/Neuter Adopted Dogs/Cats	5,000	863	1,366	27.3%	
Spay/Neuter Targeted Dogs/Cats	5,000	590	5,287	105.7%	
Total Expenditure	10,000	1,453	6,653	66.5%	
Ending Balance	\$ 119,266	\$ (1,453)	\$ 118,902		

Animal Control Capital Fund #1400

	FY20 Budget	August Actual	YTD Actual	YTD Percent of Budget	Fund Balance
Beginning Balance	\$ 113,553		\$ 113,553		FY10 \$70,000 FY11 87,769 FY12 41,062
Expenditure					FY13 46,762 FY14 51,661 FY15 69,276 FY16 125,571 FY17 134,712 FY18 142,293 FY19 113,553 FY20 (107,051)
Expense - Building Improvements		1,605	211,214		
Capital Expenditure	190,000	5,760	9,389	4.9%	
Total Expenditure	190,000	7,365	220,603	116.1%	
Transfers In					
Transfers In - from Animal Control Fund	92,500				
Total Transfers In	92,500	-	-		
Ending Balance	\$ 16,053	\$ (7,365)	\$ (107,051)		