

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
COMMITTEE OF THE WHOLE MEETING  
AGENDA**

**TUESDAY, NOVEMBER 14, 2023  
4:30 P.M.**

**KENDALL COUNTY OFFICE BUILDING – ROOMS 209 AND 210, YORKVILLE IL 60560**

- I. Call to Order
- II. Roll Call: Brian DeBolt (President), Ruben Rodriguez (Vice President), Seth Wormley (Secretary), Scott Gengler, Jason Peterson, Zach Bachmann, Elizabeth Flowers, Matt Kellogg, Dan Koukol, and Brooke Shanley
- III. Approval of Agenda
- IV. Public Comments
- V. Executive Director's Report
- VI. Motion to Forward Claims to Commission
- VII. Review of Preliminary Financial Statements through October 31, 2023
- VIII. **OLD BUSINESS**
  - a. **MOTION**: Approval to Forward the Proposed KCFPD FY24 Organizational Chart to Commission for Approval
  - b. **MOTION**: Approval to Forward the FY24 General Fund Tax Levy Ordinance #23-11-001 to Commission for Approval
  - c. **MOTION**: Approval to Forward the FY24 Combined Annual Budget and Appropriations Ordinance #23-11-002 to Commission for Approval
  - d. **MOTION**: Approval to Forward the FY24 Salary Schedule to Commission for Approval
- IX. **NEW BUSINESS**
  - a. **MOTION**: Approval to Forward the Proposed CY2024 KCFPD Annual Meetings and Holiday Schedule to Commission for Approval
  - b. **MOTION**: Approval to Forward Revised Position Descriptions to Commission for Approval (1. Executive Advisor; 2. Acting Executive Director; 3. Education and Outreach Division Manager; 4. Grounds and Natural Resources Division Manager)
  - c. **MOTION**: Approval to Forward a Proposed Exhibit Addendum to the Intergovernmental Agreement between Kendall County and Kendall County Forest Preserve District (09/07/2021) for Disbursement of American Rescue Plan Act Funds
- X. **OTHER ITEMS OF BUSINESS**
  - a. **MOTION**: Approval to Forward End-of-Year Interfund Transfers to Commission for Approval:
    1. A Transfer of \$289,292.00 from the 2003/2012 Debt Service Fund (Fund 1902) to the 2007 15/16/17 Debt Service Fund (Fund 1903)
    2. A Transfer of \$244,548.00 from the 2003/2012 Debt Service Fund (Fund 1902) to the Capital Fund (Fund 1907)
    3. A Transfer of \$80,000.00 from the General Fund (Fund 1900) to the Capital Fund (Fund 1907)
  - b. November 14, 2024 Public Hearing Discussion - KCFPD FY24 Budget
- XI. Committee Chairman Reports: Seth Wormley (Finance) and Dan Koukol (Operations)
- XII. Public Comments
- XIII. Executive Session
- XIV. Summary of Action Items
- XV. Adjournment

Kendall County Office Building - Rooms 209 and 210 - 111 W. Fox Street - Yorkville, Illinois 60560

If special accommodations or arrangements are needed to attend this District meeting, please contact the Administration Office at 630-553-4025 a minimum of 24-hours prior to the meeting time.

INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952 NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE
HELD INVOICES									
51	00001 AMAZON.COM	19PG-C7GV-3Q6R		111523F	48.99		.00	.00	
CASH	000008	2023/11	INV 10/25/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 11/24/2023	DESC:Trash bags for Hoover		19001171	63120	48.99	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 51/46566									
* Invoice must be approved or voided to post.									
51	00001 AMAZON.COM	1QRF-QMMC-7PCH		111523F	268.85		.00	.00	
CASH	000008	2023/11	INV 10/25/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 11/24/2023	DESC:Paint, google eyes, wipes, moss, ice pac		19001178	63030	173.79	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 51/46568									
* Invoice must be approved or voided to post.									
51	00001 AMAZON.COM	1CPD-3JDG-MJ6P		111523F	38.57		.00	.00	
CASH	000008	2023/11	INV 11/06/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 12/06/2023	DESC:Cat Food		19001167	63000	38.57	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 51/46822									
* Invoice must be approved or voided to post.									
51	00001 AMAZON.COM	113-5363179-7575441		111523F	277.30		.00	.00	
CASH	000008	2023/11	INV 11/13/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 11/15/2023	DESC:Grounds winter Uniforms and Gear		19001183	62400	277.30	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 51/46874									
* Invoice must be approved or voided to post.									
51	00001 AMAZON.COM	1RTL-NJXF-PKVL		111523F	1,008.95		.00	.00	
CASH	000008	2023/11	INV 11/13/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 12/13/2023	DESC:Education Supplies		19001176	63030	24.45	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 51/46875									
* Invoice must be approved or voided to post.									
						19001178	63030	618.31	1099:
						19001180	63030	98.88	1099:

## INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952 NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE
124	00000 BARRETT'S ECOWAT	0010381111523		111523F	49.45		.00	.00	
	CASH 000008	2023/11 INV 10/20/2023	SEP-CHK: Y	DISC: .00					
	ACCT 1Y210	DEPT 11 DUE 11/20/2023	DESC:Ellis WaterService			19001160	68580	49.45	1099:
	CONDITIONS THAT PREVENT POSTING INVOICE 124/46564								
	* Invoice must be approved or voided to post.								
487	00000 DUY'S SHOES	100669		111523F	191.25		.00	.00	
	CASH 000008	2023/11 INV 10/27/2023	SEP-CHK: Y	DISC: .00					
	ACCT 1Y210	DEPT 11 DUE 11/15/2023	DESC:Uniform Embroidery			19001183	62400	191.25	1099:
	CONDITIONS THAT PREVENT POSTING INVOICE 487/46837								
	* Invoice must be approved or voided to post.								
506	00000 ELBURN NAPA, INC	4860111523		111523F	5.83		.00	.00	
	CASH 000008	2023/11 INV 10/31/2023	SEP-CHK: Y	DISC: .00					
	ACCT 1Y210	DEPT 11 DUE 11/15/2023	DESC:Can of greaseq			19001183	62160	5.83	1099:
	CONDITIONS THAT PREVENT POSTING INVOICE 506/46827								
	* Invoice must be approved or voided to post.								
541	00000 FIRST NATIONAL B	wienckeOct2023		111523F	48.39		.00	.00	
	CASH 000008	2023/11 INV 11/03/2023	SEP-CHK: Y	DISC: .00					
	ACCT 1Y210	DEPT 11 DUE 11/28/2023	DESC:Wiencke Oct 2023 Credit Card			19001178	63030	48.39	1099:
	CONDITIONS THAT PREVENT POSTING INVOICE 541/46763								
	* Invoice must be approved or voided to post.								
541	00000 FIRST NATIONAL B	WhiteOct2023		111523F	477.16		.00	.00	
	CASH 000008	2023/11 INV 11/03/2023	SEP-CHK: Y	DISC: .00					
	ACCT 1Y210	DEPT 11 DUE 11/28/2023	DESC:White Oct 2023 Credit Card			19001183	62160	477.16	1099:
	CONDITIONS THAT PREVENT POSTING INVOICE 541/46764								
	* Invoice must be approved or voided to post.								
541	00000 FIRST NATIONAL B	GuritzOct2023		111523F	1,398.51		.00	.00	
	CASH 000008	2023/11 INV 11/03/2023	SEP-CHK: Y	DISC: .00					
	ACCT 1Y210	DEPT 11 DUE 11/28/2023	DESC:Guritz Oct 2023 Credit card			19001176	63030	76.83	1099:
						19001164	63000	1,321.68	1099:

INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952

NEW INVOICES

VENDOR REMIT NAME INVOICE PO CHECK RUN NET AMOUNT EXCEEDS PO BY PO BALANCE CHK/WIRE

CONDITIONS THAT PREVENT POSTING INVOICE 541/46765

\* Invoice must be approved or voided to post.

541	00000	FIRST NATIONAL B	VickOct2023	111523F	213.44	.00	.00		
CASH	000008	2023/11	INV 11/03/2023	SEP-CHK: Y	DISC: .00			20.18	1099:
ACCT	1Y210	DEPT 11	DUE 11/28/2023	DESC:Vick Oct 2023	Credit Card			193.26	1099:

CONDITIONS THAT PREVENT POSTING INVOICE 541/46766

\* Invoice must be approved or voided to post.

585	00000	FOX RIVER ECOSYS	2023-24 Membership	111523F	100.00	.00	.00		
CASH	000008	2023/11	INV 11/09/2023	SEP-CHK: Y	DISC: .00			100.00	1099:
ACCT	1Y210	DEPT 11	DUE 11/15/2023	DESC:Membership Dues					

CONDITIONS THAT PREVENT POSTING INVOICE 585/46842

\* Invoice must be approved or voided to post.

790	00000	HOLLY SEPTIC SER	7392	111523F	550.00	.00	.00		
CASH	000008	2023/11	INV 10/19/2023	SEP-CHK: Y	DISC: .00			550.00	1099:N
ACCT	1Y210	DEPT 11	DUE 11/15/2023	DESC:Ellis Septic Pumps					

CONDITIONS THAT PREVENT POSTING INVOICE 790/46836

\* Invoice must be approved or voided to post.

839	00000	ILLINOIS ASSOCIA	2023-24-009	111523F	200.00	.00	.00		
CASH	000008	2023/11	INV 10/18/2023	SEP-CHK: Y	DISC: .00			200.00	1099:
ACCT	1Y210	DEPT 11	DUE 12/01/2023	DESC:Annual Membership Dues					

CONDITIONS THAT PREVENT POSTING INVOICE 839/46567

\* Invoice must be approved or voided to post.

976	00000	ILLINOIS DEPARTM	125850	111523F	4,772.53	.00	.00		
CASH	000008	2023/11	INV 11/01/2023	SEP-CHK: Y	DISC: .00			4,772.53	1099:
ACCT	1Y210	DEPT 11	DUE 11/15/2023	DESC:I 47 & 34 Multi use Trail Construction					

CONDITIONS THAT PREVENT POSTING INVOICE 976/46840

\* Invoice must be approved or voided to post.

# Kendall County



## INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952 NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
1007	00000 ILLINOIS COUNTIE R3-1000669-2324	111523F		19,840.00	.00		.00	
CASH	000008 2023/11 INV 11/08/2023 SEP-CHK: Y DISC: .00					190011 68000	19,840.00	1099:
ACCT	1Y210 DEPT 11 DUE 11/15/2023 DESC:FY24-25/6 Liability Insurance Payment 2024							1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1007/46809								
* Invoice must be approved or voided to post.								
1060	00000 JOHN DEERE FINAN 11343111523	111523F		53.85	.00		.00	
CASH	000008 2023/11 INV 11/03/2023 SEP-CHK: Y DISC: .00					19001161 68580	53.85	1099:
ACCT	1Y210 DEPT 11 DUE 11/15/2023 DESC:Manure forks, bucket							1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1060/46797								
* Invoice must be approved or voided to post.								
1060	00000 JOHN DEERE FINAN 41111-1638111523	111523F		91.33	.00		.00	
CASH	000008 2023/11 INV 10/27/2023 SEP-CHK: Y DISC: .00					19001183 62160	91.33	1099:
ACCT	1Y210 DEPT 11 DUE 11/16/2023 DESC:Grease, coupler							1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1060/46823								
* Invoice must be approved or voided to post.								
1060	00000 JOHN DEERE FINAN 11113-2974511523	111523F		776.22	.00		.00	
CASH	000008 2023/11 INV 10/27/2023 SEP-CHK: Y DISC: .00					19001183 62160	726.24	1099:
ACCT	1Y210 DEPT 11 DUE 11/16/2023 DESC:Steel boots, lawn equipment					19001183 62400	49.98	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1060/46824								
* Invoice must be approved or voided to post.								
1153	00000 KENDALL CO HIGHW Oct2023Fuel	111523F		1,578.40	.00		.00	
CASH	000008 2023/11 INV 11/01/2023 SEP-CHK: Y DISC: .00					19001183 62180	1,578.40	1099:
ACCT	1Y210 DEPT 11 DUE 11/15/2023 DESC:Oct 2023 Fuel and Diese							1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1153/46826								
* Invoice must be approved or voided to post.								
1199	00000 KLUBER, INC. 8704	111523F		55,199.51	.00		.00	
CASH	000008 2023/11 INV 10/31/2023 SEP-CHK: Y DISC: .00					190411 62150	55,199.51	1099:
ACCT	1Y210 DEPT 11 DUE 11/15/2023 DESC:Subat Professional Services							1099:

INVOICE ENTRY PROOF LIST

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VENDOR REMIT NAME INVOICE PO CHECK RUN NET AMOUNT EXCEEDS PO BY PO BALANCE CHK/WIRE

CONDITIONS THAT PREVENT POSTING INVOICE 1199/46706

\* Invoice must be approved or voided to post.

1323	00000	MENARDS	83660	111523F	26.18	.00	
CASH 000008	2023/11	INV 10/18/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Painting supplies		19001171	66500	26.18 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1323/46572

\* Invoice must be approved or voided to post.

1323	00000	MENARDS	83701	111523F	33.98	.00	
CASH 000008	2023/11	INV 10/19/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Paint		19001171	66500	33.98 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1323/46573

\* Invoice must be approved or voided to post.

1323	00000	MENARDS	83664	111523F	86.83	.00	
CASH 000008	2023/11	INV 10/18/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Paint and paint supplies		19001171	66500	86.83 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1323/46574

\* Invoice must be approved or voided to post.

1323	00000	MENARDS	83774	111523F	89.88	.00	
CASH 000008	2023/11	INV 10/20/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Shelf storage Rack		19001183	63110	89.88 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1323/46575

\* Invoice must be approved or voided to post.

1323	00000	MENARDS	85122, 85136	111523F	49.98	.00	
CASH 000008	2023/11	INV 11/07/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Roofing supplies		191411	68530	49.98 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1323/46798

\* Invoice must be approved or voided to post.

INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952 NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE
1323	00000 MENARDS	84601		111523F	153.39		.00	.00	
CASH	000008 2023/11	INV 10/31/2023	SEP-CHK: Y	DISC: .00					
ACCT	1Y210 DEPT 11	DUE 11/15/2023	DESC:Hoover buildings-supplies		19001171	63120		153.39	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46800									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	84671		111523F	47.28		.00	.00	
CASH	000008 2023/11	INV 11/01/2023	SEP-CHK: Y	DISC: .00					
ACCT	1Y210 DEPT 11	DUE 11/15/2023	DESC:Roofing supplies, torch lighter		191411	68530		41.61	1099:
					19001171	63110		5.67	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46801									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	84826		111523F	5.46		.00	.00	
CASH	000008 2023/11	INV 11/03/2023	SEP-CHK: Y	DISC: .00					
ACCT	1Y210 DEPT 11	DUE 11/15/2023	DESC:Top soil and mulch		190011	68500		5.46	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46802									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	84595		111523F	371.42		.00	.00	
CASH	000008 2023/11	INV 10/31/2023	SEP-CHK: Y	DISC: .00					
ACCT	1Y210 DEPT 11	DUE 11/15/2023	DESC:MHL Flooring supplies		190711	66500		371.42	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46803									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	84793		111523F	370.23		.00	.00	
CASH	000008 2023/11	INV 11/02/2023	SEP-CHK: Y	DISC: .00					
ACCT	1Y210 DEPT 11	DUE 11/15/2023	DESC:Utility rugs and runners		19001178	63030		370.23	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46805									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	84848		111523F	34.87		.00	.00	
CASH	000008 2023/11	INV 11/03/2023	SEP-CHK: Y	DISC: .00					
ACCT	1Y210 DEPT 11	DUE 11/15/2023	DESC:Driveway markers, lightbulbs		19001162	68580		34.87	1099:

INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952

NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46807									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	84306		111523F	15.17	.00		.00	
CASH 000008	2023/11	INV 10/27/2023	SEP-CHK: Y	DISC: .00					
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Leveling slant, landscape block		191411	68530		15.17	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46815									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	84000		111523F	36.83	.00		.00	
CASH 000008	2023/11	INV 10/23/2023	SEP-CHK: Y	DISC: .00					
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Entry mat, batteries		19001162	68580		36.83	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46828									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	84503		111523F	20.27	.00		.00	
CASH 000008	2023/11	INV 10/30/2023	SEP-CHK: Y	DISC: .00					
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Nail, torch lighter		19001183	63110		3.78	1099:
					191411	68530		16.49	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46829									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	84374		111523F	32.87	.00		.00	
CASH 000008	2023/11	INV 10/28/2023	SEP-CHK: Y	DISC: .00					
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Paper towels, trash bags		19001160	68580		32.87	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46830									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	83924		111523F	56.13	.00		.00	
CASH 000008	2023/11	INV 10/22/2023	SEP-CHK: Y	DISC: .00					
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Odor eliminator, door sweeps		19001162	68580		56.13	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46831									
* Invoice must be approved or voided to post.									



INVOICE ENTRY PROOF LIST

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VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE
1323	00000 MENARDS	84229		111523F	402.70		.00	.00	
CASH 000008	2023/11	INV 10/26/2023	SEP-CHK: Y	DISC: .00				156.50	1099:
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:NB Night event supplies, FF project supp		190011 68500			246.20	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46832									
* Invoice must be approved or voided to post.									
1323	00000 MENARDS	85287		111523F	137.33		.00	.00	
CASH 000008	2023/11	INV 11/09/2023	SEP-CHK: Y	DISC: .00				111.78	1099:
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:PVC pipe, elbow, tape, coupling		19001171 63120			25.55	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1323/46871									
* Invoice must be approved or voided to post.									
1452	00000 NICOR	8566261012111523		111523F	170.87		.00	.00	
CASH 000008	2023/11	INV 11/07/2023	SEP-CHK: Y	DISC: .00				170.87	1099:
ACCT 1Y210	DEPT 11	DUE 12/27/2023	DESC:Nicor Millbrook S		19001183 63090				
CONDITIONS THAT PREVENT POSTING INVOICE 1452/46903									
* Invoice must be approved or voided to post.									
1452	00000 NICOR	24614203628111523		111523F	71.27		.00	.00	
CASH 000008	2023/11	INV 11/08/2023	SEP-CHK: Y	DISC: .00				71.27	1099:
ACCT 1Y210	DEPT 11	DUE 12/28/2023	DESC:Nicor Blazing Star		19001171 63090				
CONDITIONS THAT PREVENT POSTING INVOICE 1452/46904									
* Invoice must be approved or voided to post.									
1452	00000 NICOR	87946110001111523		111523F	142.45		.00	.00	
CASH 000008	2023/11	INV 11/08/2023	SEP-CHK: Y	DISC: .00				142.45	1099:
ACCT 1Y210	DEPT 11	DUE 12/28/2023	DESC:Nicor Harris		19001183 63090				
CONDITIONS THAT PREVENT POSTING INVOICE 1452/46905									
* Invoice must be approved or voided to post.									
1557	00000 POSSIBILITY PLAC	8233		111523F	65.00		.00	.00	
CASH 000008	2023/11	INV 11/03/2023	SEP-CHK: Y	DISC: .00				65.00	1099:
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Shingle oak Tree		190011 68500				

## INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952 NEW INVOICES

VENDOR REMIT NAME INVOICE PO CHECK RUN NET AMOUNT EXCEEDS PO BY PO BALANCE CHK/WIRE

CONDITIONS THAT PREVENT POSTING INVOICE 1557/46839

\* Invoice must be approved or voided to post.

1557	00000	POSSIBILITY PLAC 8234	111523F	114.50	.00	.00	
CASH 000008	2023/11	INV 11/03/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Swamp oak, Black Oak		190011	68500	114.50 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1557/46841

\* Invoice must be approved or voided to post.

1655	00000	SERVICE SANITATI 50-493234111523	111523F	275.09	.00	.00	
CASH 000008	2023/11	INV 11/10/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Portable stroom Services		19001183	63070	275.09 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1655/46872

\* Invoice must be approved or voided to post.

1665	00000	SHAW MEDIA 10085118111523	111523F	59.99	.00	.00	
CASH 000008	2023/11	INV 10/31/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 11/30/2023	DESC:website hosting		190011	68430	59.99 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1665/46702

\* Invoice must be approved or voided to post.

1820	00000	UNIQUE PRODUCTS 457615-1	111523F	248.56	.00	.00	
CASH 000008	2023/11	INV 11/08/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 12/08/2023	DESC:Trash liners		19001171	63110	248.56 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1820/46795

\* Invoice must be approved or voided to post.

1820	00000	UNIQUE PRODUCTS 45715	111523F	645.07	.00	.00	
CASH 000008	2023/11	INV 10/24/2023	SEP-CHK: Y	DISC: .00			
ACCT 1Y210	DEPT 11	DUE 11/25/2023	DESC:Toilet paper, paper towels, urinal blocks, cleaner		19001171	63110	645.07 1099:

CONDITIONS THAT PREVENT POSTING INVOICE 1820/46835

\* Invoice must be approved or voided to post.

## INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952 NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
1849 00000 VERIZON	9947219096		111523F	165.56	.00	.00	
CASH 000008 2023/11	INV 10/19/2023	SEP-CHK: Y	DISC: .00				
ACCT 1Y210 DEPT 11	DUE 11/11/2023	DESC:Cell phone services		19001183	63540	165.56	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1849/46571							
* Invoice must be approved or voided to post.							
1950 00000 YORKVILLE ACE &	40051511152023		111523F	28.97	.00	.00	
CASH 000008 2023/11	INV 10/31/2023	SEP-CHK: Y	DISC: .00				
ACCT 1Y210 DEPT 11	DUE 11/30/2023	DESC:Painting supplies		19001171	63120	28.97	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 1950/46701							
* Invoice must be approved or voided to post.							
2047 00000 COMED	0793673015111523		111523F	906.93	.00	.00	
CASH 000008 2023/11	INV 11/02/2023	SEP-CHK: Y	DISC: .00				
ACCT 1Y210 DEPT 11	DUE 12/18/2023	DESC:Comed Hoover Multiple		19001171	63100	906.93	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 2047/46767							
* Invoice must be approved or voided to post.							
2047 00000 COMED	5514229027111523		111523F	13.96	.00	.00	
CASH 000008 2023/11	INV 10/24/2023	SEP-CHK: Y	DISC: .00				
ACCT 1Y210 DEPT 11	DUE 11/15/2023	DESC:Comed pickerfill		19001184	63100	13.96	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 2047/46768							
* Invoice must be approved or voided to post.							
2047 00000 COMED	0927007163111523		111523F	47.56	.00	.00	
CASH 000008 2023/11	INV 10/24/2023	SEP-CHK: Y	DISC: .00				
ACCT 1Y210 DEPT 11	DUE 11/08/2023	DESC:Comed Richard Young		190011	63510	47.56	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 2047/46769							
* Invoice must be approved or voided to post.							
2047 00000 COMED	5514711002111523		111523F	106.71	.00	.00	
CASH 000008 2023/11	INV 10/25/2023	SEP-CHK: Y	DISC: .00				
ACCT 1Y210 DEPT 11	DUE 12/11/2023	DESC:Comed Harris		190011	63510	106.71	1099:

## INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952 NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE
CONDITIONS THAT PREVENT POSTING INVOICE 2047/46770									
* Invoice must be approved or voided to post.									
2047	00000 COMED	5514710005111523		111523F	29.18		.00	.00	
CASH	000008	2023/11	INV 10/25/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 12/11/2023	DESC:COMED Harris Arena		190011	63510	29.18	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 2047/46817									
* Invoice must be approved or voided to post.									
2047	00000 COMED	1938021081111523		111523F	44.97		.00	.00	
CASH	000008	2023/11	INV 10/30/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 11/21/2023	DESC:COMED Hoover Residence		19001171	63100	44.97	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 2047/46820									
* Invoice must be approved or voided to post.									
2047	00000 COMED	0756081017111523		111523F	147.74		.00	.00	
CASH	000008	2023/11	INV 10/30/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 12/15/2023	DESC:COMED Hoover Bathhouse		19001171	63100	147.74	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 2047/46820									
* Invoice must be approved or voided to post.									
2062	00000 VORTEX	6864		111523F	600.00		.00	.00	
CASH	000008	2023/11	INV 10/27/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 11/15/2023	DESC:Hoover Flow Meter Calibration		190011	62150	600.00	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 2062/46665									
* Invoice must be approved or voided to post.									
2219	00000 J W WELL & PUMP	1489		111523F	2,658.79		.00	.00	
CASH	000008	2023/11	INV 10/30/2023	SEP-CHK: Y	DISC: .00				
ACCT	1Y210	DEPT 11	DUE 11/15/2023	DESC:Hand Pump Repairs		191411	68530	2,658.79	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 2219/46833									
* Invoice must be approved or voided to post.									

## INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952 NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
2779 00000 KIMBERLY ADAMS	Pumpkin reimburse	111523F	17.97	.00	.00		
CASH 000008 2023/11	INV 10/24/2023 SEP-CHK: Y DISC: .00						
ACCT 1Y210 DEPT 11	DUE 11/15/2023 DESC:Reimbursement for pumpkin purchase	19001179	63030			17.97	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 2779/46569							
* Invoice must be approved or voided to post.							
3131 00000 GROOT INC	11532925T102	111523F	549.89	.00	.00		
CASH 000008 2023/11	INV 11/01/2023 SEP-CHK: Y DISC: .00						
ACCT 1Y210 DEPT 11	DUE 11/15/2023 DESC:waste and recycling services	19001183	63070			430.10	1099:
		19001168	63070			119.79	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 3131/46705							
* Invoice must be approved or voided to post.							
3816 00000 PAUL CHRISTENSEN	Straw Bale Reimburse	111523F	19.53	.00	.00		
CASH 000008 2023/11	INV 11/01/2023 SEP-CHK: Y DISC: .00						
ACCT 1Y210 DEPT 11	DUE 11/15/2023 DESC:Reimbursement for straw bales	19001178	63030			19.53	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 3816/46707							
* Invoice must be approved or voided to post.							
3837 00000 T-MOBILE	990345112111523	111523F	79.90	.00	.00		
CASH 000008 2023/11	INV 11/01/2023 SEP-CHK: Y DISC: .00						
ACCT 1Y210 DEPT 11	DUE 11/13/2023 DESC:Ooma Services	19001183	63540			79.90	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 3837/46834							
* Invoice must be approved or voided to post.							
3837 00000 T-MOBILE	982008249111523	111523F	341.04	.00	.00		
CASH 000008 2023/11	INV 10/21/2023 SEP-CHK: Y DISC: .00						
ACCT 1Y210 DEPT 11	DUE 11/13/2023 DESC:Cell phone services	19001183	63540			341.04	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 3837/46838							
* Invoice must be approved or voided to post.							
4366 00000 JILL DIAZ	23-00346	111523F	25.00	.00	.00		
CASH 000008 2023/11	INV 11/13/2023 SEP-CHK: Y DISC: .00						
ACCT 1Y210 DEPT 11	DUE 11/15/2023 DESC:Firewood Refund-shelter 4	19001183	63040			25.00	1099:

INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952 NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
CONDITIONS THAT PREVENT POSTING INVOICE 4366/46870							
* Invoice must be approved or voided to post.							
4560	00000 JANE SCHEUFLER	23-24 NB Refund	111523F	1,430.00	.00	.00	
CASH 000008	2023/11	INV 10/25/2023	SEP-CHK: Y				
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:NB Refund-Family moving	19001178	63040	1,430.00	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 4560/46565							
* Invoice must be approved or voided to post.							
4561	00000 JENNIFER YORK	23-00297	111523F	195.00	.00	.00	
CASH 000008	2023/11	INV 11/06/2023	SEP-CHK: Y				
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Meadowhawk lodge Sec Dep Refund	19001171	63040	195.00	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 4561/46570							
* Invoice must be approved or voided to post.							
4568	00000 SYED HUSSAIN	23-00131	111523F	100.00	.00	.00	
CASH 000008	2023/11	INV 11/13/2023	SEP-CHK: Y				
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Blazing Star Sec Dep Refund	19001171	63040	100.00	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 4568/46758							
* Invoice must be approved or voided to post.							
4569	00000 NANCY WARD	23-00361	111523F	165.00	.00	.00	
CASH 000008	2023/11	INV 11/06/2023	SEP-CHK: Y				
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:Picker11 sec Dep Refund	19001184	63040	165.00	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 4569/46756							
* Invoice must be approved or voided to post.							
4574	00000 J & E RESTORATIO	1171	111523F	8,815.00	.00	.00	
CASH 000008	2023/11	INV 11/08/2023	SEP-CHK: Y				
ACCT 1Y210	DEPT 11	DUE 11/15/2023	DESC:MHL Flooring repairs	190711	66500	8,815.00	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 4574/46813							
* Invoice must be approved or voided to post.							
71 HELD INVOICES							TOTAL
							107,440.83

INVOICE ENTRY PROOF LIST

CLERK: jgranholm BATCH: 3952

NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
0 INVOICE(S)							

REPORT POST TOTAL .00

REPORT TOTALS .00



YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1900 Forest Preserve							
190011 Forest Preserve							
190011 41010 Current Property Tax	-710,448	-710,448	-705,457.15	-9,809.48	.00	-4,990.85	99.3%*
190011 41350 Interest Income	-533	-533	-5,928.25	.00	.00	5,395.25	1112.2%
190011 42250 Revenue	-11,543	-11,543	-40.00	.00	.00	-11,503.00	145.5%*
190011 42860 Donations	-5,000	-5,000	-7,275.76	.00	.00	2,275.76	109.6%
190011 42930 Farm License Revenue	-97,000	-97,000	-106,278.90	.00	.00	9,278.90	102.7%
190011 42940 Credit Card Fee	-3,500	-3,500	-3,595.95	-445.01	.00	5,500.00	.0%
190011 51090 Salaries - Per Diem	5,500	5,500	135,996.12	11,779.55	.00	16,178.88	89.4%
190011 51390 Salaries - Full Time	152,175	152,175	15,510.13	1,337.08	.00	1,571.87	90.8%
190011 51470 Salaries - Stipends	17,082	17,082	9,380.92	1,919.55	.00	2,927.08	76.2%
190011 61160 Transf. to IMRF Fund	12,308	12,308	12,025.97	2,497.37	.00	1,483.03	89.0%
190011 61170 Transf. to SSI Fund	13,509	13,509	52,198.58	8,625.46	.00	7,166.42	87.9%*
190011 61230 Transf. to Gen Fund (	59,365	59,365	8,071.48	490.47	.00	-2,071.48	134.5%*
190011 62000 Office Supplies	6,000	6,000	3,155.00	.00	.00	1,000.00	.0%
190011 62030 Dues	1,000	1,000	1,500.00	.00	.00	-1,655.00	210.3%*
190011 62040 Conferences	1,500	1,500	4,722.83	120.00	.00	10,355.17	31.3%
190011 62090 Legal Publications	15,078	15,078	2,229.44	100.41	.00	270.56	89.2%
190011 62150 Contractual Services	2,500	2,500	8,485.00	.00	.00	15.00	99.8%
190011 63510 Electric	8,500	8,500	70,858.52	2,215.00	.00	-2,272.52	103.3%*
190011 65490 Auditing & Accounting	68,586	68,586	699.90	59.99	.00	1,750.00	70.0%
190011 68000 Liability Insurance P	1,750	1,750	450.00	.00	.00	450.00	208.1%*
190011 68340 Farm Lease Contract	1,450	1,450	2,521.78	.00	.00	175.22	93.5%
190011 68430 Marketing / Publicity	5,000	5,000	12,810.74	.00	.00	-619.74	105.1%*
190011 68440 Newsletter	2,697	2,697					
190011 68500 Project Fund Expenses	12,191	12,191					
190011 68540 Contributions							
190011 68560 Credit Card Fee							
TOTAL Forest Preserve	-440,333	-440,333	-479,503.00	18,890.39	.00	39,170.00	108.9%

19001160 Ellis House

19001160 51160 Salaries - Part Tim	0	0	40.50	40.50	.00	-40.50	100.0%*
19001160 51390 Salaries - Full Tim	10,394	10,394	9,824.69	819.52	.00	569.31	94.5%
19001160 62000 Office Supplies	750	750	448.42	20.18	.00	301.58	59.8%
19001160 62270 Utilities	6,500	6,500	5,352.02	.00	.00	1,147.98	82.3%
19001160 63050 Employer Contr. SSI	1,638	1,638	1,341.19	280.30	.00	296.81	81.9%
19001160 68580 Grounds and Mainten	3,800	3,800	5,339.33	1,365.29	.00	-1,539.33	140.5%*
TOTAL Ellis House	23,082	23,082	22,346.15	2,525.79	.00	735.85	96.8%



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1900 Forest Preserve							
<b>19001161 Ellis Barn</b>							
19001161 51390 Salaries - Full Tim	10,394	10,394	9,824.69	819.52	.00	569.31	94.5%
19001161 62270 Utilities	6,500	6,500	2,189.00	440.19	.00	4,311.00	33.7%
19001161 63050 Employer Contr. SSI	1,638	1,638	1,338.09	277.20	.00	299.91	81.7%
19001161 68580 Grounds and Mainten	2,700	2,700	3,032.43	186.93	.00	-332.43	112.3%*
<b>TOTAL Ellis Barn</b>	<b>21,232</b>	<b>21,232</b>	<b>16,384.21</b>	<b>1,723.84</b>	<b>.00</b>	<b>4,847.79</b>	<b>77.2%</b>
<b>19001162 Ellis Grounds</b>							
19001162 42250 Revenue	-27,250	-27,250	-26,837.90	.00	.00	-412.10	98.5%*
19001162 51160 Salaries - Part Tim	0	0	117.00	.00	.00	-117.00	100.0%*
19001162 51390 Salaries - Full Tim	20,788	20,788	18,376.58	1,639.06	.00	2,411.42	88.4%
19001162 63050 Employer Contr. SSI	3,275	3,275	2,685.25	534.42	.00	589.75	82.0%
19001162 68580 Grounds and Mainten	5,500	5,500	5,958.30	338.33	.00	-458.30	108.3%*
<b>TOTAL Ellis Grounds</b>	<b>2,313</b>	<b>2,313</b>	<b>299.23</b>	<b>2,531.81</b>	<b>.00</b>	<b>2,013.77</b>	<b>12.9%</b>
<b>19001163 Ellis Camps</b>							
19001163 42250 Revenue	-11,760	-11,760	-13,781.00	.00	.00	2,021.00	117.2%
19001163 51160 Salaries - Part Tim	3,484	3,484	2,188.71	77.39	.00	1,295.29	62.8%
19001163 63030 Program Supplies	450	450	319.28	.00	.00	130.72	71.0%
19001163 63040 Security Deposit Re	500	500	.00	.00	.00	500.00	0.0%
19001163 63050 Employer Contr. SSI	322	322	233.02	33.67	.00	88.98	72.4%
<b>TOTAL Ellis Camps</b>	<b>-7,004</b>	<b>-7,004</b>	<b>-11,039.99</b>	<b>111.06</b>	<b>.00</b>	<b>4,035.99</b>	<b>157.6%</b>
<b>19001164 Ellis Riding Lessons</b>							
19001164 42250 Revenue	-70,000	-70,000	-50,321.40	-3,376.00	.00	-19,678.60	71.9%*
19001164 42860 Donations	0	0	-1.03	.00	.00	1.03	100.0%
19001164 51160 Salaries - Part Tim	42,818	42,818	38,988.27	3,855.74	.00	3,829.73	91.1%
19001164 63000 Animal Care & Suppl	14,100	14,100	9,665.12	1,497.53	.00	4,434.88	68.5%
19001164 63010 Horse Acquisition &	2,500	2,500	.00	.00	.00	2,500.00	.0%

## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR: 1900	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
19001164 63020 Vet & Farrier	9,000	9,000	5,411.29	640.00	.00	3,588.71	60.1%
19001164 63040 Security Deposit Re	1,000	1,000	.00	.00	.00	1,000.00	.0%
19001164 63050 Employer Contr. SSI	3,959	3,959	4,799.89	1,024.90	.00	-840.89	121.2%*
<b>TOTAL Ellis Riding Lessons</b>	<b>3,377</b>	<b>3,377</b>	<b>8,542.14</b>	<b>3,642.17</b>	<b>.00</b>	<b>-5,165.14</b>	<b>253.0%</b>
<b>19001165 Ellis Birthday Parties</b>							
19001165 42250 Revenue	-6,000	-6,000	-4,565.50	-359.00	.00	-1,434.50	76.1%*
19001165 51160 Salaries - Part Tim	7,077	7,077	4,693.55	432.45	.00	2,383.45	66.3%
19001165 63030 Program Supplies	450	450	193.98	89.99	.00	256.02	43.1%
19001165 63050 Employer Contr. SSI	654	654	621.73	119.10	.00	32.27	95.1%
<b>TOTAL Ellis Birthday Parties</b>	<b>2,181</b>	<b>2,181</b>	<b>943.76</b>	<b>282.54</b>	<b>.00</b>	<b>1,237.24</b>	<b>43.3%</b>
<b>19001166 Ellis Public Programs</b>							
19001166 42250 Revenue	-3,000	-3,000	-2,636.50	-385.00	.00	-363.50	87.9%*
19001166 51160 Salaries - Part Tim	2,194	2,194	404.89	.00	.00	1,789.11	18.5%
19001166 63020 Vet & Farrier	500	500	.00	.00	.00	500.00	.0%
19001166 63050 Employer Contr. SSI	203	203	45.16	21.12	.00	137.84	22.2%
19001166 68570 Volunteer Expense	150	150	.00	.00	.00	150.00	.0%
<b>TOTAL Ellis Public Programs</b>	<b>47</b>	<b>47</b>	<b>-2,186.45</b>	<b>-363.88</b>	<b>.00</b>	<b>2,233.45</b>	<b>-4652.0%</b>
<b>19001167 Ellis Sunrise Center</b>							
19001167 42250 Revenue	-13,760	-13,760	-12,686.99	-350.00	.00	-1,073.01	92.2%*
19001167 51160 Salaries - Part Tim	19,054	19,054	19,003.25	1,924.68	.00	50.75	99.7%
19001167 63000 Animal Care & Suppl	3,800	3,800	1,925.37	.00	.00	1,874.63	50.7%
19001167 63050 Employer Contr. SSI	1,762	1,762	1,976.89	458.01	.00	-214.89	112.2%*
<b>TOTAL Ellis Sunrise Center</b>	<b>10,856</b>	<b>10,856</b>	<b>10,218.52</b>	<b>2,032.69</b>	<b>.00</b>	<b>637.48</b>	<b>94.1%</b>
<b>19001168 Ellis weddings</b>							
19001168 42250 Revenue	-9,000	-9,000	-3,225.00	-1,125.00	.00	-5,775.00	35.8%*

## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1900 Forest Preserve							
19001168 43450 Security Deposit Re	-5,000	-5,000	-1,100.00	.00	.00	-3,900.00	22.0%*
19001168 51160 Salaries - Part Tim	1,695	1,695	424.00	162.00	.00	1,271.00	25.0%
19001168 63040 Security Deposit Re	5,000	5,000	1,300.00	1,100.00	.00	3,700.00	26.0%
19001168 63050 Employer Contr. SSI	160	160	29.94	12.39	.00	130.06	18.7%
19001168 63070 Refuse Pickup	1,700	1,700	993.02	119.79	.00	706.98	58.4%
<b>TOTAL Ellis Weddings</b>	<b>-5,445</b>	<b>-5,445</b>	<b>-1,578.04</b>	<b>269.18</b>	<b>.00</b>	<b>-3,866.96</b>	<b>29.0%</b>
<b>19001169 Ellis Other Rentals</b>							
19001169 42250 Revenue	-3,400	-3,400	-2,940.00	-600.00	.00	-460.00	86.5%*
19001169 43450 Security Deposit Re	-2,500	-2,500	-100.00	-100.00	.00	-2,400.00	4.0%*
19001169 51160 Salaries - Part Tim	1,695	1,695	109.80	.00	.00	1,585.20	6.5%
19001169 63040 Security Deposit Re	1,000	1,000	.00	.00	.00	1,000.00	0.0%
19001169 63050 Employer Contr. SSI	160	160	8.40	.00	.00	151.60	5.3%
<b>TOTAL Ellis Other Rentals</b>	<b>-3,045</b>	<b>-3,045</b>	<b>-2,921.80</b>	<b>-700.00</b>	<b>.00</b>	<b>-123.20</b>	<b>96.0%</b>
<b>19001170 Ellis 5K</b>							
19001170 42250 Revenue	-300	-300	.00	.00	.00	-300.00	0.0%*
<b>TOTAL Ellis 5K</b>	<b>-300</b>	<b>-300</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-300.00</b>	<b>0.0%</b>
<b>19001171 Hoover</b>							
19001171 42250 Revenue	-6,800	-6,800	-5,669.56	1,479.48	.00	-1,130.44	83.4%*
19001171 51160 Salaries - Part Tim	20,254	20,254	12,796.40	3,573.98	.00	7,457.60	63.2%
19001171 51390 Salaries - Full Tim	47,420	47,420	37,391.64	2,072.75	.00	10,028.36	78.9%
19001171 62270 Utilities	4,600	4,600	2,072.75	.00	.00	2,527.25	45.1%
19001171 63040 Security Deposit Re	9,000	9,000	11,500.00	1,437.50	.00	-2,500.00	127.8%*
19001171 63050 Employer Contr. SSI	9,332	9,332	6,834.59	1,495.65	.00	2,497.41	73.2%
19001171 63060 ER Contr Health/Den	12,611	12,611	9,799.98	1,261.33	.00	2,811.02	77.7%
19001171 63100 Natural Gas	9,800	9,800	8,115.91	429.50	.00	1,684.09	82.8%
19001171 63100 Electric	16,000	16,000	13,288.07	1,036.47	.00	2,711.93	83.1%
19001171 63110 Shop Supplies	3,250	3,250	4,285.29	984.92	.00	-1,035.29	131.9%*
19001171 63120 Building Maintenance	7,000	7,000	7,833.63	984.92	.00	-833.63	111.9%*
19001171 66500 Miscellaneous Expen	1,400	1,400	739.69	.00	.00	660.31	52.8%

# Kendall County



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR: 1900 Forest Preserve	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
19001171 68580 Grounds and Mainten	5,000	5,000	3,994.15	248.09	.00	1,005.85	79.9%
TOTAL Hoover	138,867	138,867	112,982.54	11,946.92	.00	25,884.46	81.4%
<b>19001172 Hoover Bunkhouse</b>							
19001172 42250 Revenue	-28,500	-28,500	-36,646.00	-3,140.00	.00	8,146.00	128.6%
19001172 43450 Security Deposit Re	-3,000	-3,000	-5,800.00	-500.00	.00	2,800.00	193.3%
19001172 51160 Salaries - Part Tim	10,127	10,127	6,362.36	721.80	.00	3,764.64	62.8%
19001172 51390 Salaries - Full Tim	23,710	23,710	18,695.91	1,787.00	.00	5,014.09	78.9%
19001172 63050 Employer Contr. SSI	4,666	4,666	3,413.52	745.40	.00	1,252.48	73.2%
19001172 63060 ER Contr Health/Den	6,306	6,306	4,784.81	630.66	.00	1,521.19	75.9%
TOTAL Hoover Bunkhouse	13,309	13,309	-9,189.40	244.86	.00	22,498.40	-69.0%
<b>19001173 Hoover Campsite</b>							
19001173 42250 Revenue	-5,400	-5,400	-7,295.00	-660.00	.00	1,895.00	135.1%
19001173 51160 Salaries - Part Tim	5,064	5,064	3,181.22	360.91	.00	1,882.78	62.8%
19001173 51390 Salaries - Full Tim	11,855	11,855	9,347.98	893.50	.00	2,507.02	78.9%
19001173 63050 Employer Contr. SSI	2,333	2,333	1,706.74	372.70	.00	626.26	73.2%
19001173 63060 ER Contr Health/Den	3,153	3,153	2,392.38	315.33	.00	760.62	75.9%
TOTAL Hoover Campsite	17,005	17,005	9,333.32	1,282.44	.00	7,671.68	54.9%
<b>19001174 Hoover Meadowhawk Lodge</b>							
19001174 42250 Revenue	-24,500	-24,500	-41,583.50	-1,875.00	.00	17,083.50	169.7%
19001174 43450 Security Deposit Re	-4,000	-4,000	-8,232.50	-120.00	.00	4,232.50	205.8%
19001174 51160 Salaries - Part Tim	5,064	5,064	5,096.22	1,187.91	.00	-32.22	100.6%*
19001174 51390 Salaries - Full Tim	11,855	11,855	9,347.98	893.50	.00	2,507.02	78.9%
19001174 63050 Employer Contr. SSI	2,333	2,333	1,862.66	464.10	.00	470.34	79.8%
19001174 63060 ER Contr Health/Den	3,153	3,153	2,162.10	315.33	.00	990.90	68.6%
TOTAL Hoover Meadowhawk Lodge	-6,095	-6,095	-31,347.04	865.84	.00	25,252.04	514.3%
<b>19001175 Environmental Education</b>							
19001175 42860 Donations	-500	-500	.00	.00	.00	-500.00	.0%*

# Kendall County



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1900 Forest Preserve							
TOTAL Environmental Education	-500	-500	.00	.00	.00	-500.00	.0%
<b>19001176 Environmental Education School</b>							
19001176 42250 Revenue	-20,000	-20,000	-15,030.00	-2,583.00	.00	-4,970.00	75.2%*
19001176 51160 Salaries - Part Tim	12,300	12,300	8,046.48	1,164.75	.00	4,253.52	65.4%
19001176 51390 Salaries - Full Tim	2,500	2,500	2,241.72	192.76	.00	258.28	89.7%
19001176 63030 Program Supplies	700	700	202.26	29.91	.00	497.74	28.9%
19001176 63050 Employer Contr. SSI	4,070	4,070	1,357.22	307.49	.00	2,712.78	33.3%
TOTAL Environmental Education Sch	-430	-430	-3,182.32	-888.09	.00	2,752.32	740.1%
<b>19001177 Environmental Education Camps</b>							
19001177 42250 Revenue	-37,000	-37,000	-39,682.25	.00	.00	2,682.25	107.2%
19001177 51160 Salaries - Part Tim	22,000	22,000	25,264.94	1,173.54	.00	-3,264.94	114.8%*
19001177 51390 Salaries - Full Tim	6,000	6,000	5,348.90	459.94	.00	651.10	89.1%
19001177 63030 Program Supplies	1,500	1,500	1,569.06	.00	.00	-69.06	104.6%*
19001177 63040 Security Deposit Re	500	500	1,905.00	.00	.00	-1,405.00	381.0%*
19001177 63050 Employer Contr. SSI	1,649	1,649	3,525.20	507.62	.00	-1,876.20	213.8%*
TOTAL Environmental Education Cam	-5,351	-5,351	-2,069.15	2,141.10	.00	-3,281.85	38.7%
<b>19001178 Environmental Educ. Natrl Beg.</b>							
19001178 42250 Revenue	-141,060	-141,060	-167,042.88	-28,980.00	.00	25,982.88	118.4%
19001178 42860 Donations	0	0	-1,536.00	.00	.00	1,536.00	100.0%
19001178 51160 Salaries - Part Tim	58,770	58,770	51,377.35	6,148.50	.00	7,392.65	87.4%
19001178 51390 Salaries - Full Tim	52,770	52,770	47,116.12	4,057.70	.00	5,653.88	89.3%
19001178 63030 Program Supplies	4,000	4,000	2,336.28	558.87	.00	1,663.72	58.4%
19001178 63040 Security Deposit Re	2,200	2,200	450.00	.00	.00	1,750.00	20.5%
19001178 63050 Employer Contr. SSI	12,708	12,708	13,254.22	3,288.18	.00	-546.22	104.3%*
TOTAL Environmental Educ. Natrl B	-10,612	-10,612	-54,044.91	-14,926.75	.00	43,432.91	509.3%
<b>19001179 Environ. Educ. Other Pblc Prg</b>							
19001179 42250 Revenue	-20,000	-20,000	-17,685.75	-1,063.00	.00	-2,314.25	88.4%*

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1900 Forest Preserve							
19001179 51160 Salaries - Part Tim	10,000	10,000	11,049.16	1,549.26	.00	-1,049.16	110.5%*
19001179 51390 Salaries - Full Tim	2,500	2,500	2,241.72	192.76	.00	258.28	89.7%
19001179 63030 Program Supplies	750	750	698.00	63.32	.00	52.00	93.1%
19001179 63040 Security Deposit Re	500	500	320.00	.00	.00	180.00	64.0%
19001179 63050 Employer Contr. SSI	1,854	1,854	1,606.43	387.72	.00	247.57	86.6%
TOTAL Environ. Educ. Other Pb1c P	-4,396	-4,396	-1,770.44	1,130.06	.00	-2,625.56	40.3%
19001180 Environ. Educ. Laws of Nature							
19001180 51160 Salaries - Part Tim	3,780	3,780	2,186.12	186.37	.00	1,593.88	57.8%
19001180 63030 Program Supplies	600	600	176.00	28.42	.00	424.00	29.3%
19001180 63050 Employer Contr. SSI	575	575	239.62	50.52	.00	335.38	41.7%
TOTAL Environ. Educ. Laws of Natu	4,955	4,955	2,601.74	265.31	.00	2,353.26	52.5%
19001183 Grounds and Natural Resources							
19001183 42250 Revenue	-30,500	-30,500	-32,318.22	-150.00	.00	1,818.22	106.0%
19001183 42860 Donations	-1,000	-1,000	-2,525.00	.00	.00	1,525.00	252.5%
19001183 42900 Picnic Fees and She	-7,000	-7,000	-8,780.00	-135.00	.00	1,780.00	125.4%
19001183 51160 Salaries - Part Tim	18,805	18,805	20,076.98	1,376.25	.00	-1,271.98	106.8%*
19001183 51390 Salaries - Full Tim	128,740	128,740	94,220.55	6,681.34	.00	34,519.45	73.2%
19001183 62160 Equipment	35,000	35,000	13,309.82	619.35	.00	21,690.18	38.0%
19001183 62180 Gasoline / Fuel / O	20,316	20,316	17,624.48	1,289.38	.00	2,691.52	86.8%
19001183 62400 Uniforms / Clothing	2,500	2,500	1,180.15	250.87	.00	1,319.85	47.2%
19001183 63040 Security Deposit Re	160	160	.00	.00	.00	160.00	.0%
19001183 63050 Employer Contr. SSI	14,738	14,738	14,983.47	2,532.38	.00	-245.47	101.7%*
19001183 63060 ER Contr Health/Den	37,369	37,369	28,656.23	3,610.90	.00	8,712.77	76.7%
19001183 63070 Refuse Pickup	8,500	8,500	7,258.39	705.19	.00	1,241.61	85.4%
19001183 63090 Natural Gas	5,700	5,700	3,649.79	271.35	.00	2,050.21	64.0%
19001183 63110 Shop Supplies	4,250	4,250	7,548.61	12.46	.00	-3,298.61	177.6%*
19001183 63540 Telephones	8,000	8,000	6,141.15	588.72	.00	1,858.85	76.8%
19001183 68530 Preserve Improvemen	0	0	202.65	61.80	.00	-202.65	100.0%*
TOTAL Grounds and Natural Resourc	245,578	245,578	171,229.05	17,714.99	.00	74,348.95	69.7%
19001184 Picker111 - Pigott							
19001184 42250 Revenue	0	0	-6,345.00	-825.00	.00	6,345.00	100.0%

## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR: 1900	Forest Preserve	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
19001184	42900 Picnic Fees and She	-7,000	-7,000	-120.00	.00	.00	-6,880.00	1.7%*
19001184	43450 Security Deposit Re	-1,000	-1,000	-1,233.75	.00	.00	233.75	123.4%
19001184	51160 Salaries - Part Tim	0	0	961.50	109.00	.00	-961.50	100.0%*
19001184	63040 Security Deposit Re	1,000	1,000	1,468.75	.00	.00	-468.75	146.9%*
19001184	63050 Employer Contr. SSI	0	0	588.48	56.00	.00	-588.48	100.0%*
19001184	63100 Electric	6,000	6,000	7,423.15	14.17	.00	-1,423.15	123.7%*
TOTAL Pickerrill - Pigott		-1,000	-1,000	2,743.13	-645.83	.00	-3,743.13	-274.3%
TOTAL Forest Preserve		-1,709	-1,709	-241,208.75	50,076.44	.00	239,499.75	*****%
TOTAL REVENUES		-1,317,254	-1,317,254	-1,344,296.74	-56,580.49	.00	27,042.74	
TOTAL EXPENSES		1,315,545	1,315,545	1,103,087.99	106,656.93	.00	212,457.01	
PRIOR FUND BALANCE				600,006.81				
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				241,208.75				
REVISED FUND BALANCE				841,215.56				



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1902 FP Debt Service 2012							
<b>190211 FP Debt Service 2012</b>							
190211 41350 Interest Income	-950	-950	-9,075.33	.00	.00	8,125.33	955.3%
190211 68640 Fiscal Agent Fee	1,057	1,057	.00	.00	.00	1,057.00	.0%
190211 68650 Debt Service Interest	6,450	6,450	6,450.00	.00	.00	.00	100.0%
190211 68700 Debt Service Principa	430,000	430,000	430,000.00	.00	.00	.00	100.0%
TOTAL FP Debt Service 2012	436,557	436,557	427,374.67	.00	.00	9,182.33	97.9%
TOTAL FP Debt Service 2012	436,557	436,557	427,374.67	.00	.00	9,182.33	97.9%
TOTAL REVENUES	-950	-950	-9,075.33	.00	.00	8,125.33	
TOTAL EXPENSES	437,507	437,507	436,450.00	.00	.00	1,057.00	
PRIOR FUND BALANCE				957,927.33			
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				-427,374.67			
REVISED FUND BALANCE				530,552.66			



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1903 FP Debt Service 2015/2016/2017							
<b>190311 FP Debt Service 2015/2016/2017</b>							
190311 41010 Current Property Tax	-5,294,458	-5,294,458	-5,248,731.98	-72,984.37	.00	-45,726.02	99.1%*
190311 41350 Interest Income	-4,000	-4,000	-36,608.33	.00	.00	32,608.33	915.2%
190311 66500 Miscellaneous Expense	475	475	.00	.00	.00	475.00	75.0%
190311 68640 Fiscal Agent Fee	1,900	1,900	1,425.00	.00	.00	.00	100.0%
190311 68710 Dbt Srv 2015 Interest	352,950	352,950	352,950.00	.00	.00	.00	100.0%
190311 68720 Dbt Srv 2015 Principa	45,000	45,000	45,000.00	.00	.00	.50	100.0%
190311 68730 Dbt Srv 2016 Interest	285,688	285,688	285,687.50	.00	.00	.00	100.0%
190311 68740 Dbt Srv 2016 Principa	115,000	115,000	115,000.00	.00	.00	.00	100.0%
190311 68750 Dbt Srv 2017 Interest	302,250	302,250	302,250.00	.00	.00	.00	100.0%
190311 68760 Dbt Srv 2017 Principa	3,740,000	3,740,000	3,740,000.00	.00	.00	.00	100.0%
TOTAL FP Debt Service 2015/2016/2	-455,195	-455,195	-443,027.81	-72,984.37	.00	-12,167.19	97.3%
TOTAL FP Debt Service 2015/2016/2	-455,195	-455,195	-443,027.81	-72,984.37	.00	-12,167.19	97.3%
TOTAL REVENUES	-5,298,458	-5,298,458	-5,285,340.31	-72,984.37	.00	-13,117.69	
TOTAL EXPENSES	4,843,263	4,843,263	4,842,312.50	.00	.00	950.50	
PRIOR FUND BALANCE			5,057,674.75				
CHANGE IN FUND BALANCE			-5,285,340.31				
REVISED FUND BALANCE			4,842,312.50				
			5,057,674.75				
			5,443,027.81				
			5,500,702.56				

# Kendall County



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1904 FP Restricted Subat Fund							
<b>190411 FP Restricted Subat Fund</b>							
190411 41350 Interest Income	-6,700	-6,700	-36,087.71	.00	.00	29,387.71	538.6%
190411 42970 Grant Award	-600,000	-600,000	.00	.00	.00	-600,000.00	.0%*
190411 62150 Contractual Services	145,800	145,800	2,098.20	2,098.20	.00	143,701.80	1.4%
190411 70330 Construction	1,268,500	1,268,500	.00	.00	.00	1,268,500.00	.0%
TOTAL FP Restricted Subat Fund	807,600	807,600	-33,989.51	2,098.20	.00	841,589.51	-4.2%
TOTAL FP Restricted Subat Fund	807,600	807,600	-33,989.51	2,098.20	.00	841,589.51	-4.2%
TOTAL REVENUES	-606,700	-606,700	-36,087.71	.00	.00	-570,612.29	
TOTAL EXPENSES	1,414,300	1,414,300	2,098.20	2,098.20	.00	1,412,201.80	
PRIOR FUND BALANCE				872,617.97			
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				33,989.51			
REVISED FUND BALANCE				906,607.48			

# Kendall County



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FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1907 Forest Preserve Capital Exp.							
<b>190711 Forest Preserve Capital Exp.</b>							
190711 40370 Transf. from OSLAD Fu	-230,377	-230,377	-230,377.00	.00	.00	.00	100.0%
190711 40400 Transf. from 2021 Bnd	0	0	-174.64	.00	.00	174.64	100.0%
190711 41350 Interest Income	0	0	-4,211.15	.00	.00	4,211.15	100.0%
190711 42490 Other Revenue	0	0	-9,642.50	.00	.00	9,642.50	100.0%
190711 62160 Equipment	165,373	165,373	.00	.00	.00	165,373.00	.0%
190711 66500 Miscellaneous Expense	32,006	32,006	9,717.96	5,337.00	.00	22,288.04	30.4%
190711 68500 Project Fund Expenses	60,651	60,651	138,477.51	950.00	.00	-77,826.51	228.3%*
190711 68610 Morton Arboretum Land	18,184	18,184	3,623.47	.00	.00	14,560.53	19.9%
TOTAL Forest Preserve Capital Exp	45,837	45,837	-92,586.35	6,287.00	.00	138,423.35	-202.0%
TOTAL Forest Preserve Capital Exp	45,837	45,837	-92,586.35	6,287.00	.00	138,423.35	-202.0%
TOTAL REVENUES	-230,377	-230,377	-244,405.29	.00	.00	14,028.29	
TOTAL EXPENSES	276,214	276,214	151,818.94	6,287.00	.00	124,395.06	
PRIOR FUND BALANCE				84,185.97			
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				92,586.35			
REVISED FUND BALANCE				176,772.32			

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1908 Fox River Bluffs Access RTP Gr							
<b>190811 Fox River Bluffs Access RTP Gr</b>							
190811 42970 Grant Award	-159,182	-159,182	.00	.00	.00	-159,182.00	.00%
190811 61420 Trnsf. to FP Capital	230,377	230,377	230,377.00	.00	.00	.00	100.0%
TOTAL Fox River Bluffs Access RTP	71,195	71,195	230,377.00	.00	.00	-159,182.00	323.6%
TOTAL Fox River Bluffs Access RTP	71,195	71,195	230,377.00	.00	.00	-159,182.00	323.6%
TOTAL REVENUES	-159,182	-159,182	.00	.00	.00	-159,182.00	
TOTAL EXPENSES	230,377	230,377	230,377.00	.00	.00	.00	
PRIOR FUND BALANCE				230,377.48			
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				-230,377.00			
REVISED FUND BALANCE				.48			

## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1910 FP Land Cash							
<b>191011 FP Land Cash</b>							
191011 40330 Transf. fr FP Land Ca	-66,959	-66,959	.00	.00	.00	-66,959.00	.0%*
191011 67410 Land Acquisition	207,627	207,627	5,263.75	300.00	.00	202,363.25	2.5%
TOTAL FP Land Cash	140,668	140,668	5,263.75	300.00	.00	135,404.25	3.7%
TOTAL FP Land Cash	140,668	140,668	5,263.75	300.00	.00	135,404.25	3.7%
TOTAL REVENUES	-66,959	-66,959	.00	.00	.00	-66,959.00	
TOTAL EXPENSES	207,627	207,627	5,263.75	300.00	.00	202,363.25	
PRIOR FUND BALANCE				140,668.50			
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				-5,263.75			
REVISED FUND BALANCE				135,404.75			

YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1911 FP Liability Insurance Fund							
<b>191111 FP Liability Insurance Fund</b>							
191111 68990 Claims	25,000	25,000	.00	.00	.00	25,000.00	.0%
TOTAL FP Liability Insurance Fund	25,000	25,000	.00	.00	.00	25,000.00	.0%
TOTAL FP Liability Insurance Fund	25,000	25,000	.00	.00	.00	25,000.00	.0%
TOTAL EXPENSES	25,000	25,000	.00	.00	.00	25,000.00	
PRIOR FUND BALANCE				46,300.00			
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				.00			
REVISED FUND BALANCE				46,300.00			

# Kendall County



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1912 FP Series 2021 Bond Proceeds							
<b>191211 FP Series 2021 Bond Proceeds</b>							
191211 41350 Interest Income	0	0	-1.60	.00	.00	1.60	100.0%
191211 61420 Trnsf. to FP Capital	145	145	174.64	.00	.00	-29.64	120.4%*
TOTAL FP Series 2021 Bond Proceed	145	145	173.04	.00	.00	-28.04	119.3%
TOTAL FP Series 2021 Bond Proceed	145	145	173.04	.00	.00	-28.04	119.3%
TOTAL REVENUES	0	0	-1.60	.00	.00	1.60	
TOTAL EXPENSES	145	145	174.64	.00	.00	-29.64	
PRIOR FUND BALANCE				173.04			
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				-173.04			
REVISED FUND BALANCE				.00			

## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1913 Pickerrill-Pigott IDNR-PARC							
<b>191311 Pickerrill-Pigott IDNR-PARC</b>							
191311 40390 ARPA Grant Award	-100,000	-100,000	.00	.00	.00	-100,000.00	.0%*
191311 41350 Interest Income	-200	-200	.00	.00	.00	-200.00	.0%*
191311 42250 Revenue	0	0	-3,931.25	.00	.00	3,931.25	100.0%
191311 42970 Grant Award	-828,200	-828,200	368,999.00	.00	.00	-1,197,199.00	-44.6%*
191311 70330 Construction	684,583	684,583	666,621.43	.00	.00	17,961.57	97.4%
191311 70650 Professional Services	11,384	11,384	8,659.07	.00	.00	2,724.93	76.1%
TOTAL Pickerrill-Pigott IDNR-PARC	-232,433	-232,433	1,040,348.25	.00	.00	-1,272,781.25	-447.6%
TOTAL Pickerrill-Pigott IDNR-PARC	-232,433	-232,433	1,040,348.25	.00	.00	-1,272,781.25	-447.6%
TOTAL REVENUES	-928,400	-928,400	365,067.75	.00	.00	-1,293,467.75	
TOTAL EXPENSES	695,967	695,967	675,280.50	.00	.00	20,686.50	
PRIOR FUND BALANCE				1,040,348.25			
CHANGE IN FUND BALANCE				-1,040,348.25			
REVISED FUND BALANCE				.00			



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1914 FP American Rescue Plan Act							
<b>191411 FP American Rescue Plan Act</b>							
191411 40390 Transfer from ARPA Fu	-100,000	-100,000	-100,000.00	.00	.00	.00	100.0%
191411 51160 Salaries - Part Time	20,160	20,160	12,535.30	1,627.50	.00	7,624.70	62.2%
191411 51390 Salaries - Full Time	36,474	36,474	32,546.12	2,805.70	.00	3,927.88	89.2%
191411 61160 Transf. to IMRF Fund	2,145	2,145	3,135.82	1,947.12	.00	-990.82	146.2%*
191411 63030 Employer Contr. SSI &	4,333	4,333	4,906.12	2,841.38	.00	-573.12	113.2%*
191411 63060 Employer Cont Hlthben	12,432	12,432	11,349.36	1,803.70	.00	1,082.64	91.3%
191411 68530 Preserve Improvements	65,184	65,184	18,090.83	2,590.57	.00	47,093.17	27.8%
TOTAL FP American Rescue Plan Act	40,728	40,728	-17,436.45	13,615.97	.00	58,164.45	-42.8%
TOTAL FP American Rescue Plan Act	40,728	40,728	-17,436.45	13,615.97	.00	58,164.45	-42.8%
TOTAL REVENUES	-100,000	-100,000	-100,000.00	.00	.00	.00	
TOTAL EXPENSES	140,728	140,728	82,563.55	13,615.97	.00	58,164.45	
PRIOR FUND BALANCE				47,802.14			
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				17,436.45			
REVISED FUND BALANCE				65,238.59			

## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
1915 FP Debt Service 2021							
<b>191511 FP Debt Service 2021</b>							
191511 41010 Current Property Tax	-84,544	-84,544	-83,719.49	-1,164.13	.00	-824.51	99.0%*
191511 41350 Interest Income	-100	-100	.00	.00	.00	-100.00	.0%*
191511 66500 Miscellaneous Expense	475	475	.00	.00	.00	475.00	.0%
191511 68640 Fiscal Agent Fee	1,107	1,107	475.00	.00	.00	632.00	42.9%
191511 68790 Dbt Srv 2021 Interest	35,144	35,144	35,143.76	.00	.00	.24	100.0%
191511 68800 Dbt Srv 2021 Principa	30,000	30,000	30,000.00	.00	.00	.00	100.0%
TOTAL FP Debt Service 2021	-17,918	-17,918	-18,100.73	-1,164.13	.00	182.73	101.0%
TOTAL FP Debt Service 2021	-17,918	-17,918	-18,100.73	-1,164.13	.00	182.73	101.0%
TOTAL REVENUES	-84,644	-84,644	-83,719.49	-1,164.13	.00	-924.51	
TOTAL EXPENSES	66,726	66,726	65,618.76	.00	.00	1,107.24	
PRIOR FUND BALANCE			46,652.16				
CHANGE IN FUND BAL - NET OF REVENUES/EXPENSES			18,100.73				
REVISED FUND BALANCE			64,752.89				

# Kendall County



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 11

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	860,475	860,475	857,187.11	-1,770.89	.00	3,287.89	99.6%

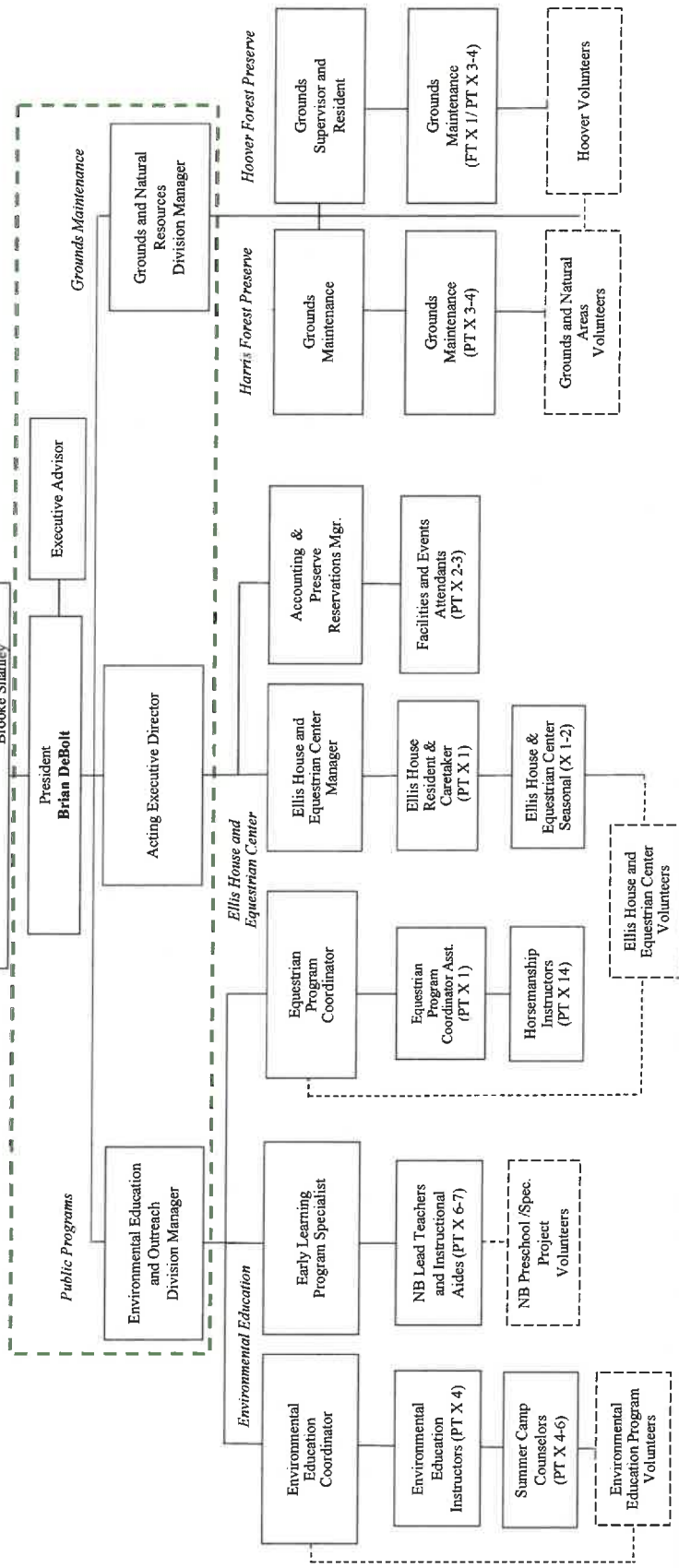
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**KENDALL COUNTY FOREST PRESERVE DISTRICT  
FY23-24 ORGANIZATIONAL CHART  
LEADERSHIP TRANSITION TEAM  
COMMISSION APPROVAL DATE: November 21, 2023**



**Board of Commissioners**  
 President—Brian DeBolt  
 County Board Chair—Matt Kellogg  
 Vice President—Ruben Rodriguez  
 Secretary/Finance Chair—Seth Wormley  
 Operations Chair—Dan Koukol  
 District 1  
 Scott Gengler  
 Jason Peterson  
 District 2  
 Zach Bachmann  
 Elizabeth Flowers  
 Brooke Shanley

Kendall County  
 Deputy Administrator



**ORDINANCE #23-11-001**  
**GENERAL FUND TAX LEVY ORDINANCE**  
**OF THE KENDALL COUNTY FOREST PRESERVE DISTRICT FOR THE**  
**FISCAL YEAR BEGINNING DECEMBER 1, 2023 AND ENDING**  
**NOVEMBER 30, 2024**

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS  
OF THE KENDALL COUNTY FOREST PRESERVE DISTRICT,  
KENDALL COUNTY, ILLINOIS, AS FOLLOWS:

**SECTION 1** That there is required to be raised by taxation, and that there is levied upon all taxable property within the territorial limits of said Kendall County Forest Preserve District for the fiscal year beginning December 1, 2023 and ending November 30, 2024, the total sum of SEVEN HUNDRED FIFTY NINE THOUSAND NINE HUNDRED AND EIGHTY ONE dollars (\$759,981) as is provided:

Salaries - Full-Time	\$349,533
Salaries - Part-Time	\$190,000
Equipment	\$30,000
Fuel - Gas & Oil	\$8,500
Telephone	\$8,000
Electric	\$2,200
Gas	\$2,000
Publicity & Promotion	\$1,000
Newsletter	\$200
Supplies - Shop	\$2,000
Conferences	\$1,000
Audit	\$8,250
Refuse Pickup	\$5,000
Insurance	\$43,200
Medical Insurance	\$50,000
Legal Publications	\$390
IMRF & SS	\$58,708
<b>TOTAL</b>	<b><u>\$759,981</u></b>

**SECTION 2** That the Secretary of said District is hereby directed to cause this Ordinance to be immediately published at least once in a newspaper published within said District and to incur the necessary expenses thereof, and said Secretary is hereby directed to file with the County Clerk of Kendall County, Illinois, a certified copy of this Ordinance and said County Clerk of Kendall County is hereby directed to cause the aforesaid amount of money to be extended upon and against the taxable property within the territorial limits of the Kendall County Forest Preserve District in accordance with law.

**SECTION 3** This Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

Approved this 21ST Day of November, 2023.

Signed:

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Brian DeBolt, President

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Seth Wormley, Secretary

**ORDINANCE #23-11-002**  
**COMBINED ANNUAL BUDGET AND APPROPRIATIONS ORDINANCE**  
**AN ORDINANCE SETTING FORTH THE ANNUAL BUDGET OF THE KENDALL COUNTY FOREST PRESERVE DISTRICT FOR THE**  
**FISCAL YEAR BEGINNING DECEMBER 1, 2023 AND ENDING NOVEMBER 30, 2024**

AND

**APPROPRIATING THE VARIOUS SUMS OF MONEY DEEMED NECESSARY TO DEFRAY ALL EXPENSES AND LIABILITIES OF THE**  
**KENDALL COUNTY FOREST PRESERVE DISTRICT FOR THE**  
**FISCAL YEAR BEGINNING DECEMBER 1, 2023 AND ENDING NOVEMBER 30, 2024**

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE KENDALL COUNTY FOREST PRESERVE DISTRICT,  
 KENDALL COUNTY, ILLINOIS, AS FOLLOWS:

**SECTION 1**

That the attached annual budget hereinafter set forth is hereby adopted by the Kendall County Forest Preserve District, Kendall County, Illinois for the fiscal year beginning December 1, 2023.

	Fund 1900	Fund 1901	Fund 1902	Fund 1903	Fund 1904	Fund 1905	Fund 1906	Fund 1907	Fund 1908	Fund 1909	Fund 1910	Fund 1911	Fund 1912	Fund 1913	Fund 1914	Fund 1915	Total Est. Balances
	Operating Fund	2007 Bond Proceeds Capital Fund	Debt Series 2003/2012	Debt Series 2007/2015/2016/2017	Endowment Fund	FP Sect. 319 Fund - ILC Dam Removal	FP Improvement Fund	Capital Projects Fund	Fox River Bluffs RTP Grant Project Fund	Fox River Bluffs Cropland Conversion Project Fund	Land Cash Fund	Liability Fund	2021 Bond Proceeds Fund	Pickertill-Pigott IDNR-PARC Project Fund	American Rescue Plan Act Fund	Debt Series 2021	
Estimated Beginning Balance December 1, 2023	\$ 627,430	\$ -	\$ -	\$ 5,854,389	\$ 1,144,630	\$ -	\$ -	\$ 409,301	\$ -	\$ -	\$ 135,404	\$ 46,300	\$ -	\$ 828,200	\$ 56,300	\$ 65,393	\$ 9,167,347
Estimated Revenue & Transfers In	\$ 1,569,627	\$ -	\$ -	\$ 5,765,633	\$ 790,000	\$ 4,346,246	\$ -	\$ 87,467	\$ -	\$ -	\$ 189,757	\$ -	\$ -	\$ -	\$ 100,000	\$ 82,644	\$ 9,991,374
Estimated Expenditure & Transfers Out	\$ 1,569,627	\$ -	\$ -	\$ 5,187,228	\$ 1,774,630	\$ 1,346,246	\$ -	\$ 390,000	\$ -	\$ -	\$ 323,161	\$ 25,000	\$ -	\$ 804,842	\$ 156,300	\$ 85,126	\$ 11,664,160
Estimated Ending Balance November 30, 2024	\$ 627,430	\$ -	\$ -	\$ 6,432,794	\$ 160,000	\$ -	\$ -	\$ 106,768	\$ -	\$ -	\$ -	\$ 21,300	\$ -	\$ 23,358	\$ -	\$ 62,911	\$ 7,434,561

**Estimated Receipts:**

190011 40300-43450	FY23 Operating Fund #1900 Receipts	\$ 1,569,627
190111 41350	FY23 2007 Bond Proceeds Capital Fund #1901 Receipts	\$ -
190211 41010-41350	FY23 2003/2012 Debt Series Fund #1902 Receipts	\$ -
190311 41010-41350	FY23 2007/2015/2016/2017 Debt Series Fund #1903 Receipts	\$ 5,765,633
190411 41350	FY23 Endowment Fund #1904 Receipts	\$ 790,000
190511 40300-42970	FY23 Pickertill-Pigott Phase I OSLAD Project Fund #1905 Receipts	\$ 1,346,246
190611 41350	FY23 Forest Preserve Improvement Fund #1906 Receipts	\$ -
190711 40300-43790	FY23 Capital Projects Fund #1907 Receipts	\$ 87,467
190811 40300-43800	FY23 Fox River Bluffs RTP Grant Project Fund #1908 Receipts	\$ -
190911 40300-42970	FY23 Fox River Bluffs Crop. Conv. Project Fund #1909 Receipts	\$ -
191011 40300-42970	FY23 Land Cash Fund #1910 Receipts	\$ 189,757
191111 XXXXX	FY23 Liability Fund #1911 Receipts	\$ -
191211 41350-43790	FY23 2021 Bond Proceeds Fund #1912 Receipts	\$ -
191311 41350-XXXX	FY23 Pickertill-Pigott IDNR-PARC Project Fund #1913 Receipts	\$ -
191411 41350-40390	FY23 American Rescue Plan Act Fund #1914 Receipts	\$ 100,000
191511 41010-41350	FY23 2021 Debt Series Fund #1915 Receipts	\$ 82,644
	<b>Total Receipts</b>	<b>\$ 9,931,374</b>

**SECTION 2**

That the several sums of money hereinafter set forth are hereby appropriated for the fiscal year of the Kendall County Forest Preserve District, Kendall County, Illinois beginning December 1, 2023 and ending November 30, 2024 to cover all necessary expenditures and liabilities of said Kendall County Forest Preserve District, Kendall County, Illinois hereinafter designated.

**SECTION 3**

That the object and purposes for which the appropriations are hereby made and the amount appropriated for each object and purpose are as follows:

Estimated Expenditures:

190011 51090-69790	FY23 Operating Fund #1900 Expenses	\$ 1,569,627
190111 61340-68640	FY23 2007 Bond Proceeds Capital Fund #1901 Expenses	\$ -
190211 68640-68700	FY23 2003/2012 Debt Series Fund #1902 Expenses	\$ -
190311 66500-68760	FY23 2007/2015/2016/2017 Debt Series Fund #1903 Expenses	\$ 5,187,238
190411 62150	FY23 Endowment Fund #1904 Expenses	\$ 1,774,650
190511 61420-70330	FY23 Pickertill-Plyjott Phase I OSAD Project Fund #1905 Expenses	\$ 1,346,246
190611 61300-61400	FY23 Forest Preserve Improvement Fund #1906 Expenses	\$ -
190711 61430-68610	FY23 Capital Projects Fund #1907 Expenses	\$ 390,000
190811 70650	FY23 Fox River Bluffs RTP Grant Project Fund #1908 Expenses	\$ -
190911 61300-66500	FY23 Fox River Bluffs Croq. Conv. Project Fund #1909 Expenses	\$ -
191011 61300-67410	FY23 Land Cash Fund #1910 Expenses	\$ 325,161
191111 66890	FY23 Liability Fund #1911 Expenses	\$ 25,000
191211 61370-61440	FY23 2021 Bond Proceeds Fund #1912 Expenses	\$ -
191311 66500-70650	FY23 Pickertill-Plyjott IDNR-PARC Project Fund #1913 Expenses	\$ 804,842
191411 51160-70330	FY23 American Rescue Plan Act Fund #1914 Expenses	\$ 156,300
191511 66500-68760	FY23 2021 Bond Proceeds Debt Series Fund #1915 Expenses	\$ 85,126
<b>Total Expenditures</b>		<b>\$ 11,664,160</b>

Approved this 21ST Day of November, 2023.

Signed:

\_\_\_\_\_  
Brian DeBolt, President

\_\_\_\_\_  
Seth Wormley, Secretary



**ORDINANCE #23-11-002: FY23 COMBINED BUDGET AND APPROPRIATIONS ORDINANCE  
 [KCFPD OPERATING FUND (FUND #1900) - FINAL FY22 AMENDED AND FY23 BUDGET FOR COMMISSION APPROVAL  
 21-Nov-23**

**FY2024 OPERATING FUND #1900 - FINAL BUDGET (PAGE 1 OF 1)**

GL SERIES (BUDGET CATEGORIES)	FISCAL YEAR BUDGETS					ACTUAL 2022	BUDGET 2023	BUDGET 2024
	ACTUAL 2019	ACTUAL 2020	ACTUAL 2021	ACTUAL 2022	ACTUAL 2023			
<b>Revenues</b>								
19011 40300 - 43450	344,356	341,881	171,805	470,609	601,126	627,430		
<b>Expenditures</b>								
19011 51090 TO 19001183 - 51390	1,147,684	1,062,126	1,373,272	1,260,474	1,317,254	1,569,627		
190011 61160 TO 19001183 63060	638,297	683,620	692,657	668,609	747,865	832,568		
190011 62030 TO 19001183 63540	242,888	225,230	243,708	273,051	284,389	296,817		
190011 62000 TO 19001184 63100	62,981	51,798	56,610	69,015	69,219	219,983		
190011 62160 TO 19001183 68530	132,664	141,338	113,686	138,377	143,516	137,250		
	73,327	105,201	86,902	81,104	70,557	83,009		
<b>Total Expenditure</b>	<b>1,150,157</b>	<b>1,207,186</b>	<b>1,193,563</b>	<b>1,230,156</b>	<b>1,315,546</b>	<b>1,569,627</b>		
<b>Surplus / (Deficit)</b>	<b>(2,474)</b>	<b>(145,061)</b>	<b>179,710</b>	<b>30,318</b>	<b>1,708</b>	<b>0</b>		
<b>Ending Balance</b>	<b>341,883</b>	<b>196,820</b>	<b>351,514</b>	<b>500,927</b>	<b>602,834</b>	<b>627,430</b>		

*The attached Kendall County Forest Preserve District Operating Fund (Fund #1900) budget spreadsheet provides a breakdown of the anticipated revenues and expenditures for the District's proposed FY24 Operating Fund (Fund #1900) appropriations as presented for approval. Revenues and expenditures will be tracked during the fiscal year within the MUNIS accounting software supported by the Kendall County Treasurer's Office. Total FY24 appropriations within each of the stated budget categories above shall not be exceeded without prior approval of an amending ordinance by the Kendall County Forest Preserve District's Board of Commissioners.*

# Kendall County Forest Preserve District Operating Fund

FINAL FY24 PRELIMINARY BUDGET FOR APPROVAL: NOVEMBER 21, 2023		FINAL	BUDGET	2023 YTD	2023 EOY (EST)	BUDGET
ACCOUNT & DESCRIPTION	14-Jul-05	2023	31-Oct-23	30-Nov-23	2024	2024
<b>KCFPD Operating Fund #1900</b>						
<b>Beginning Balance (est.)</b>	470,609	601,126	601,126	601,126	601,126	627,430
<b>REVENUE</b>						
190011 40350 Transfer In from Forest Preserve Improvement Fund #1906						
190011 40300 Transfer In from Forest Preserve 2007 Bond Proceeds Fund #1901						
190011 Transfer In from Kendall County - American Rescue Plan Act Transfer	662,230	710,448	705,457	709,879		759,981
190011 41010 Current Tax						
190011 41350 Interest Income	1,083	533	5,928	7,216		7,400
190011 42250 Other Income (Sponsorship Income)						
190011 42250 Other Income (Carbon Credits Sales - Fox River Bluffs & Res. Woods)	18,358	11,543	40	40		149,058
19001162 42250 Ellis Center Grounds (Farm License Rev.)	25,181	27,250	26,838	26,838		27,997
19001163 42250 Ellis Center Camps	11,760	11,760	13,781	13,781		13,750
19001164 42250 Ellis Center Riding Lessons	63,803	70,000	50,321	55,465		63,800
19001165 42250 Ellis Center Birthday Parties	6,758	6,000	4,566	5,268		6,000
19001166 42250 Ellis Center Public Programs	2,404	3,000	2,637	3,352		3,000
19001167 42250 Sunrise Center North License Agreement	13,799	13,760	12,687	13,837		13,760
19001168 42250 Ellis Center Weddings	8,075	9,000	3,225	3,225		4,500
19001169 42250 Ellis Center Other Rentals	3,350	3,400	2,940	3,053		3,400
19001170 42250 Ellis Center 5K Event	300	300	-	-		-
19001171 42250 Hoover Revenue (Yorkville Athletic Assoc. License)	4,127	3,800	3,170	3,170		2,900
19001171 42250 Hoover Revenue (Residence Lease)	3,000	3,000	2,500	2,750		3,000
19001172 42250 Hoover Bunkhouse Rental Rev	26,972	28,500	36,646	34,241		34,000
19001173 42250 Hoover Campsite Rental Rev	5,200	5,400	7,295	7,295		6,000
19001174 42250 Hoover Meadowhawk Rental Rev	24,671	24,500	41,584	41,584		38,000
19001176 42250 Env. Educ. - School Programs	6,880	20,000	15,030	14,841		20,000
19001177 42250 Env. Educ. - Camps	36,654	37,000	39,682	39,682		39,500
19001178 42250 Env. Educ. - Natural Beginnings	131,333	141,060	167,043	144,152		145,000
19001179 42250 Env. Educ. - Other Public Programs	15,345	20,000	17,686	17,936		20,000
19001180 42250 Env. Educ. - Other Revenue	69					
19001183 42250 Other Income - Grounds & Natural Resources (Bowhunt App. Fees)	36,131	30,500	32,318	32,443		32,500
19001183 42250 Other Income - Grounds & Nat. Res. (Millbrook North Trail Use Lic. Agreement)						5,000
19001184 42250 Revenue - Pickerill-Pigott Estate House, Pavilion and Shelter		-	6,345	6,675		14,000

# Kendall County Forest Preserve District Operating Fund

FINAL FY24 PRELIMINARY BUDGET FOR APPROVAL: NOVEMBER 21, 2023		FINAL	BUDGET	2023 YTD	2023 EOY (EST)	BUDGET
KCFPD Operating Fund #1900		14-Jul-05	2023	31-Oct-23	30-Nov-23	2024
190011 42860	Donations - Administration (Forest Foundation Contributions)					
19001164 42860	Donations - Ellis Equestrian Center - Lessons	6,676	5,000	7,276	7,276	5,000
	Donations - Hoover			1	1	1
19001175 42860	Donations - Environmental Education		500			
19001178 42860	Donations - Env. Educ. Natural Beginnings	1,116	-			
	Donations - Env. Educ. Other Programs		-	1,536	1,536	1,500
	Donations - Natural Area Volunteers					
19001183 42860	Donations - Grounds & Natural Resources		1,000			
			2,525		2,525	1,000
19001183 42900	Picnic & Shelter Rental - Grounds & Natural Resources	7,035	7,000	8,780	7,640	8,000
19001184 42900	Picnic & Shelter Rental - Pickerill-Pigott		7,000	120	120	180
19001183 42920	Preserve Improvements - Grants (K-12 Pollinator)					
19001183 42920	Preserve Improvements - Grants (Pollinator Meadows Pilot)					
190011 42930	Farm License Revenue	152,591	97,000	106,279	110,310	112,900
190011 42940	Credit Card Revenue - All Preserves	3,418	3,500	3,595	3,666	4,000
19001168 43450	Security Deposit Revenue - Ellis Weddings	3,500	5,000	1,100	1,100	5,000
19001169 43450	Security Deposit Revenue - Ellis Other Rentals	700	2,500	100	213	1,000
19001172 43450	Security Deposit Revenue - Hoover Bunkhouse	2,700	3,000	5,800	5,000	5,300
19001174 43450	Security Deposit Revenue - Hoover Meadowhawk	4,412	4,000	8,533	8,533	8,200
19001184 43450	Security Deposit Revenue - Pickerill-Pigott		1,000	1,234	1,399	5,000
	<b>Total Revenue</b>	<b>1,289,629</b>	<b>1,317,254</b>	<b>1,344,596</b>	<b>1,336,042</b>	<b>1,569,627</b>
	<b>PERSONNEL</b>					
190011 51090	Board Per Diem	-	5,500	0	-	5,500
190011 51160	Salary - Part Time Administration	30,617				
190011 51390	Salary - Full Time Administration	124,741	152,175	135,996	150,464	181,244
190011 51470	Stipend - Full Time Administration (Executive Director)	11,156	11,262	10,175	11,262	-
190011 51470	Stipend - Full Time Administration (Asst. County Admin.)	5,820	5,820	5,335	5,820	6,120
19001183 51160	Salary - Part Time Grounds & Natural Resources	14,666	18,805	20,077	22,213	50,875
19001183 51390	Salary - Full Time Grounds & Natural Resources	95,241	128,740	94,221	104,243	112,794



# Kendall County Forest Preserve District Operating Fund

FINAL FY24 PRELIMINARY BUDGET FOR APPROVAL: NOVEMBER 21, 2023		FINAL	BUDGET	2023 YTD	2023 EOY (EST)	BUDGET
KCFPD Operating Fund #1900		14-Jul-05	2023	31-Oct-23	30-Nov-23	2024
Total Personnel		666,148	747,865	627,696	695,268	832,568
<b>EMPLOYEE BENEFITS</b>						
190011 61160	IMRF Expense - Administration	12,118	12,308	9,381	10,379	10,905
190011 61170	SS Expense - Administration	13,043	13,509	12,026	13,305	14,334
19001160 63050	IMRF/SS Expense - Ellis House	1,535	1,638	1,341	1,484	1,476
19001161 63050	IMRF/SS Expense - Ellis Barn	1,609	1,638	1,338	1,480	1,476
19001162 63050	IMRF/SS Expense - Ellis Grounds	2,936	3,275	2,685	2,971	3,100
19001163 63050	IMRF/SS Expense - Ellis Center Camps Expense	601	322	233	258	350
19001164 63050	IMRF/SS Expense - Ellis Center Riding Lessons Expense	3,911	3,959	4,780	5,289	5,500
19001165 63050	IMRF/SS Expense - Ellis Center Birthday Parties Expense	628	654	622	688	872
19001166 63050	IMRF/SS Expense - Ellis Center Public Programs Expense	405	203	45	50	200
19001167 63050	IMRF/SS Expense - Sunrise Center North	1,975	1,762	1,977	2,187	2,200
19001168 63050	IMRF/SS Expense - Ellis Center Weddings Expense	143	160	30	33	100
19001169 63050	IMRF/SS Expense - Ellis Center Other Rentals Expense	22	160	8	9	100
19001171 63050	IMRF/SS Expense - Hoover Grounds	7,950	9,332	6,835	7,562	9,536
19001172 63050	IMRF/SS Expense - Hoover Bunkhouse	3,985	4,666	3,414	3,777	4,768
19001173 63050	IMRF/SS Expense - Hoover Campsite	1,992	2,333	1,707	1,889	2,384
19001174 63050	IMRF/SS Expense - Hoover Meadowhawk	1,993	2,333	1,863	2,061	2,863
19001175 63050	IMRF/SS Fund Expense - Env. Education					
19001176 63050	IMRF/SS Fund Expense - Env. Education School Programs	587	4,070	1,357	1,501	1,681
19001177 63050	IMRF/SS Fund Expense - Env. Education Camps	2,863	1,649	3,525	3,900	3,447
19001178 63050	IMRF/SS Fund Expense - Env. Education Natural Beginnings	11,339	12,708	13,254	14,664	16,335
19001179 63050	IMRF/SS Fund Expense - Env. Education Other Public Programs	1,306	1,854	1,606	1,777	1,471
19001180 63050	IMRF/SS Fund Expense - Env. Education Laws of Nature	156	575	240	266	449
10001181 63050	IMRF/SS Fund Expense - Env. Educ. PT Salary - Other Expense					
19001183 63050	IMRF/SS Expense - Grounds & Nat. Resources	14,918	14,738	14,983	16,577	20,471
19001184 63050	IMRF/SS Expense - Pickerill Pigott			588	651	239
190011 61230	Medical Insurance - Administration	21,693	59,365	52,199	56,944	55,485
19001171 63060	Medical Insurance - Hoover					
19001171 63060	Medical Insurance - Hoover Grounds	11,611	12,611	9,800	10,691	13,875

# Kendall County Forest Preserve District Operating Fund

FINAL FY24 PRELIMINARY BUDGET FOR APPROVAL: NOVEMBER 21, 2023		FINAL	BUDGET	2023 YTD	2023 EOY (EST)	BUDGET
KCFPD Operating Fund #1900		14-Jul-05	2023	31-Oct-23	30-Nov-23	2024
19001172 63060	Medical Insurance - Hoover Bunkhouse	5,805	6,306	4,785	5,220	6,937
19001173 63060	Medical Insurance - Hoover Campsite	2,903	3,153	1,707	1,862	3,469
19001174 63060	Medical Insurance - Hoover Meadowhawk	2,903	3,153	2,162	2,359	3,469
19001175 63060	Medical Insurance - Environmental Education				-	
19001178 63060	Medical Insurance - Env. Education Natural Beginnings				-	
19001168 63060	Medical Insurance - Ellis Weddings				-	
19001183 63060	<b>Medical Insurance - Grounds &amp; Nat. Resources</b>	34,174	37,369	28,656	31,261	27,749
190011 68000	Annual Insurance Premiums (ICRMT)	61,840	68,586	70,859	70,858	81,577
190011	Transfer to FP Liability Insurance Fund Insurance Deductible					
	<b>Total Employee Benefits</b>	<b>226,945</b>	<b>284,389</b>	<b>254,006</b>	<b>271,952</b>	<b>296,817</b>
	<u>CONTRACTUAL</u>					
190011 62150	Contractual Services (RecPro Software)	1,815	1,815	1,815	2,965	1,815
190011 62150	Contractual Services (Kendall County Email Accounts)	1,000	1,000	1,000	1,000	1,000
190011 62150	Contractual Services (City Forest Credits)	5,640	11,543		-	149,058
190011 62150	Contractual Services (kendallforest.com website)	1,000	720	1,908	1,908	720
190011 62030	Dues/Memberships	200	1,000		300	1,000
190011 62040	Conferences	1,156	1,500	3,155	3,155	11,940
190011 62090	Legal Publications	2,024	1,500		1,500	1,500
19001163 63020	Veterinarian & Farrier - Ellis Camps					
19001164 63020	Veterinarian & Farrier - Ellis Riding Lessons	8,115	9,000	5,411	6,000	9,000
19001165 63020	Veterinarian & Farrier - Ellis Birthday Parties					
19001166 63020	Veterinarian & Farrier - Ellis Public Programs					
19001166 63020	Veterinarian & Farrier - Sunrise Center		500		500	500
19001168 63070	Refuse Pickup - Ellis	1,358	1,700	993	1,233	1,700
19001183 63070	Refuse Pickup - Grounds & Natural Resources	11,314	8,500	7,258	8,650	8,500
1901183	Event Tent Lease - Ellis					
19001183 63540	Telephone - Grounds & Natural Resources	7,380	8,000	6,141	7,315	8,000

# Kendall County Forest Preserve District Operating Fund

FINAL FY24 PRELIMINARY BUDGET FOR APPROVAL: NOVEMBER 21, 2023		FINAL	BUDGET	2023 YTD	2023 EOY (EST)	BUDGET
KCFPD Operating Fund #1900		14-Jul-05	2023	31-Oct-23	30-Nov-23	2024
190011 65490	Audit	8,240	8,500	8,485	8,485	9,500
190011 68340	Farm Lease Contract Expenses (Hay Crop Inputs)	1,727	1,750	-	2,119	1,750
190011 68560	Credit Card Fee	13,338	12,191	12,811	13,975	14,000
	<b>Total Contractual</b>	<b>64,306</b>	<b>69,219</b>	<b>48,977</b>	<b>59,106</b>	<b>219,983</b>
	<b>COMMODITIES</b>					
190011 62000	Office Supplies & Postage - Administration	11,428	6,000	8,071	8,805	6,000
190011 62000	CARES Act Purchases					
19001160 62000	Office Supplies & Postage - Ellis House	897	750	448	750	750
19001183 62180	Fuel: Gas & Oil Grounds	17,258	20,316	17,624	20,780	20,000
19001183 62400	Uniforms - Grounds	1,623	2,500	1,180	1,750	2,500
	Environmental Education					
19001176 63030	Env. Educ. - School Programs Expense	539	700	202	700	700
19001177 63030	Env. Educ. - Camps Expense	1,431	1,500	1,569	1,569	1,500
19001178 63030	Env. Educ. - Natural Beginnings Expense	2,048	4,000	2,336	3,813	4,000
19001179 63030	Env. Educ. - Other Public Programs Expense	708	750	698	750	750
19001180 63030	Env. Educ. - Laws of Nature Expense	483	600	176	400	600
19001183 63090	Gas - Grounds & Natural Resources	5,258	5,700	3,650	4,380	5,250
19001184 63100	Electric - Pickerill Pigott	6,693	6,000	7,423	8,773	2,700
19001182 63130	Natural Area Volunteer Supplies Natural Area Management Supplies					
190011 63510	Electric - Administration	2,432	2,500	2,229	2,778	2,750
190011 68500	Project Fund Expense (Forest Foundation Purchases)	6,705	5,000	10,407	10,748	5,000
190011 68430	Promotion/Publicity	770	1,000	700	760	1,000
190011 68440	Newsletter	342	450	-	450	450

# Kendall County Forest Preserve District Operating Fund

FINAL FY24 PRELIMINARY BUDGET FOR APPROVAL: NOVEMBER 21, 2023		FINAL	BUDGET	2023 YTD	2023 EOY (EST)	BUDGET
KCFPD Operating Fund #1900		14-Jul-05	2023	31-Oct-23	30-Nov-23	2024
	<b>Utilities - Ellis</b>					
19001160	62270 Utilities - Ellis House	5,434	6,500	5,352	5,839	5,000
19001161	62270 Utilities - Ellis Barn	3,879	6,500	2,189	2,388	5,000
	<b>Utilities &amp; Maintenance - Hoover</b>					
19001171	62270 Hoover - Other Utilities	2,735	4,600	2,073	2,261	4,600
19001171	63090 Hoover - Gas	9,060	9,800	8,116	8,854	9,500
19001171	63100 Hoover - Electric	15,275	16,000	13,288	15,488	15,000
19001171	63110 Hoover - Shop Supplies	3,287	3,250	4,285	5,184	3,250
19001171	63120 Hoover - Building Maintenance	8,746	7,000	7,834	8,275	7,000
19001171	66500 Hoover - Other Expenses	892	1,400	740	1,000	1,400
19001171	68580 Hoover - Grounds Maintenance	4,663	5,000	3,994	4,250	5,000
	<b>Promotion/Publicity - Ellis</b>					
19001166	68570 Volunteer Expense - Ellis Public Programs		150	-	-	150
	<b>Animal Care &amp; Supplies - Ellis</b>					
19001163	63000 Animal Care & Supplies - Ellis Camps					
19001164	63000 Animal Care & Supplies - Ellis Riding Lessons	14,476	14,100	9,665	11,980	12,000
19001165	63000 Animal Care & Supplies - Ellis Birthday Parties					
19001166	63000 Animal Care & Supplies - Ellis Public Programs					
19001167	63000 Animal Care & Supplies - Sunrise Center North	3,338	3,800	1,925	2,100	3,000
	<b>Horses Acquisition &amp; Tack - Ellis</b>					
19001163	63010 Horses Acquisition & Tack - Ellis Camps					
19001164	63010 Horses Acquisition & Tack - Ellis Riding Lessons		2,500	-		2,500
19001165	63010 Horses Acquisition & Tack - Ellis Birthday Parties					
	<b>Program Supplies - Ellis</b>					
19001163	63030 Program Supplies - Ellis Camps	249	450	319	350	450
19001165	63030 Program Supplies - Ellis Birthday Parties	294	450	194	250	450
19001170	63030 Program Supplies - Ellis 5K					
19001184	63030 Supplies: Shop - Pickerrill Pigott					
19001183	63110 Supplies: Shop - Grounds	4,925	4,250	7,549	7,750	9,000



# Kendall County Forest Preserve District Operating Fund

FINAL FY24 PRELIMINARY BUDGET FOR APPROVAL: NOVEMBER 21, 2023		FINAL	BUDGET	2023 YTD	2023 EOY (EST)	BUDGET
KCFPD Operating Fund #1900		14-Jul-05	2023	31-Oct-23	30-Nov-23	2024
Total Commodities		135,869	143,516	124,235	143,175	137,250
<u>OTHER</u>						
190011 62160	Equipment - Administration					
19001183 62160	Equipment - Grounds & Natural Resources	30,165	35,000	13,310	23,124	25,000
19001183 68530	Preserve Improvements - Administration	1,465	-	-	-	10,000
190011 68540	Contributions (Drainage District Tax Assessments & Carb. Cred. Fee)	2,697	2,697	2,522	2,522	2,600
<b>Grounds &amp; Maintenance Equipment - Ellis</b>						
19001160 68580	Grounds & Maint. - Ellis House	4,844	3,800	5,339	5,824	4,250
19001161 68580	Grounds & Maint. - Ellis Barn	3,001	2,700	3,032	3,308	3,200
19001162 68580	Grounds & Maint. - Ellis Grounds	6,427	5,500	5,958	6,500	6,400
<b>Security Deposit Refunds</b>						
Security Deposit Refunds						
19001163 63040	Security Deposit Refunds - Ellis Camps	435	500	-	-	-
19001164 63040	Security Deposit Refunds - Ellis Riding Lessons		1,000	-	-	-
19001166 63040	Security Deposit Refunds - Ellis Public Programs					
19001168 63040	Security Deposit Refunds - Ellis Weddings	3,500	5,000	1,100	1,200	5,000
19001169 63040	Security Deposit Refunds - Ellis Other Rentals	400	1,000	-	200	1,000
19001171 63040	Security Deposit Refunds - Hoover	9,127	9,000	11,500	11,795	13,500
19001176 63040	Security Deposit Refunds - Env. Education School Programs					
19001177 63040	Security Deposit Refunds - Env. Education Camps	555	500	1,905	1,905	500
19001178 63040	Security Deposit Refunds - Env. Education Natural Beginnings	2,209	2,200	450	1,880	2,200
19001179 63040	Security Deposit Refunds - Env. Education Public Programs	150	500	320	320	500
19001183 63040	Security Deposit Refunds - Grounds	870	160	-	25	160
19001184 63040	Security Deposit Refunds - Pickerill-Pigott		1,000	1,469	1,634	5,000
190011 69790	Contingency	-	-	-	-	3,699
Credit Card Fee Expense - Ellis Camps						
Credit Card Fee Expense - Public Programs						
<b>Total Other</b>		65,844	70,557	46,905	60,237	83,009
<b>Total Expenditures</b>		1,159,111	1,315,546	1,101,819	1,229,738	1,569,627

# Kendall County Forest Preserve District Operating Fund

	FINAL	BUDGET	2023 YTD	2023 EOY (EST)	BUDGET
FINAL FY24 PRELIMINARY BUDGET FOR APPROVAL: NOVEMBER 21, 2023	14-Jul-05	2023	31-Oct-23	30-Nov-23	2024
KCFPD Operating Fund #1900					
Operating Surplus / (Deficit)	130,517	1,708	242,777	106,304	0
Ending Balance	601,126	602,834	843,903	707,430	627,430

Beginning Balance	470,609	601,126	601,126	601,126	627,430
Total Revenue	1,289,629	1,317,254	1,344,596	1,336,042	1,569,627
Total Personnel	666,148	747,865	627,696	695,268	832,568
Total Employee Benefits	226,945	284,389	254,006	271,952	296,817
Total Contractual	64,306	69,219	48,977	59,106	219,983
Total Commodities	135,869	143,516	124,235	143,175	137,250
Total Other	65,844	70,557	46,905	60,237	83,009
Total Expenditure	1,159,111	1,315,546	1,101,819	1,229,738	1,569,627
Surplus / (Deficit)	130,517	1,708	242,777	106,304	0
<b>TRANSFER OUT TO FUND 1907 (CAPITAL)</b>					
Ending Balance	601,126	602,834	843,903	627,430	627,430

**FOREST PRESERVE DEBT SERVICE - SERIES 2003/2012**  
**Fund 1902**

ACCOUNT & DESCRIPTION	ACTUAL 2021	ACTUAL 2022	BUDGET 2023	2023 YTD 31-Oct-23	2023 EOY 30-Nov-23	BUDGET 2024	% CHANGE IN BUDGET
<b>Beginning Balance</b>	924,432	937,583	957,572	957,927	957,927	0	0.0%
<b>REVENUE</b>							
190211 41010 Current Tax	429,513	441,816				0	
190211 41350 Interest Income	363	2,615	950	10,224	11,334	0	0.0%
<b>Total Revenue</b>	429,876	444,432	950	10,224	11,334	0	0.0%
<b>EXPENDITURE</b>							
XXXXX XXXX Transfer to Fund 1903					289,292		
XXXXXX XXXXX Transfer to Fund 1907					243,519		
190211 68640 Fiscal Agent Fee	900	113	1,057	6,450	6,450		
190211 68650 Debt Service - Interest 2012	30,825	18,975	6,450	6,450	6,450		
109211 68700 Debt Service - Principal 2012	385,000	405,000	430,000	430,000	430,000		
<b>Total Expenditure</b>	416,725	424,088	437,507	436,450	969,261	0	0.0%
<b>Revenue over/(under) Expenditure</b>	13,151	20,344	(436,557)	(426,226)	(957,927)	0	0.0%
<b>Ending Balance</b>	937,583	957,927	521,016	531,702	0	0	

**FOREST PRESERVE DEBT SERVICE - SERIES 2007/2015/2016/2017**  
**Fund 1903**

ACCOUNT & DESCRIPTION	ACTUAL 2021	ACTUAL 2022	BUDGET 2023	YTD 2023 31-Oct-23	2023 EOY 30-Nov-23	BUDGET 2024	% CHANGE IN BUDGET
<b>Beginning Balance</b>	4,222,577	4,635,395	4,635,395	5,057,675	5,057,675	5,854,389	26.3%
<b>REVENUE</b>							
190311 41010 Current Tax	4,599,919	4,930,888	5,294,458	5,248,732	5,294,458	5,710,248	7.9%
XXXXXX XXXXX Transfer In from Fund 1902				289,292	289,292		
190311 41350 Interest Income	1,154	14,882	4,000	36,608	55,752	55,386	
<b>Total Revenue</b>	4,601,073	4,945,770	5,298,458	5,285,340	5,639,502	5,765,633	8.8%
<b>EXPENDITURE</b>							
XXXXXX XXXXX Transfer Out to Fund 1907 (Int.)	475	338	475			81,467	
190311 66500 Miscellaneous Expenditure	950	1,900	1,900	1,425	1,900	475	0.0%
190311 68640 Fiscal Agent Fee	355,018	354,040	352,950	352,950	352,950	351,690	-0.4%
190311 68710 Debt Service - Interest 2015	45,000	40,000	45,000	45,000	45,000	45,000	0.0%
190311 68720 Debt Service - Principal 2015	294,188	290,088	285,688	285,688	285,688	278,788	-2.4%
190311 68730 Debt Service - Interest 2016	100,000	105,000	115,000	115,000	115,000	230,000	100.0%
190311 68740 Debt Service - Principal 2016	627,625	477,125	302,250	302,250	302,250	104,375	-65.5%
190311 68750 Debt Service - Interest 2017	2,765,000	3,255,000	3,740,000	3,740,000	3,740,000	4,175,000	11.6%
190311 68760 Debt Service - Principal 2017							
<b>Total Expenditure</b>	4,188,255	4,523,490	4,843,263	4,842,313	4,842,788	5,187,228	7.1%
<b>Revenue over/(under) Expenditure</b>	412,818	422,280	455,195	443,027	796,714	578,406	27.1%
<b>Ending Balance</b>	4,635,395	5,057,675	5,090,590	5,500,702	5,854,389	6,432,795	26.4%

## KCFP Endowment Fund Fund 1904

ACCOUNT & DESCRIPTION	BUDGET 2022	ACTUAL 2022	BUDGET 2023	FY23 YTD 31-Oct-23	FY23 EOY 30-Nov-23	BUDGET 2024	% CHANGE IN BUDGET	NOTES
<b>Beginning Balance</b>	883,179	883,179	872,618	872,618	872,618	1,144,630	98.8%	
<b>REVENUE</b>								
190411 40400 Transfer in From 1913						300,000		Rolling Grant Fund
190411 xxxxxx Donation (Hughes Estate)						160,000		
190411 41350 Interest	6,715	11,601	6,700	36,088	44,430	30,000	99.8%	
190411 42970 Grant Award			600,000	300,000	300,000	300,000		
Total Revenue	6,715	11,601	606,700	36,088	344,430	790,000	9035.0%	
<b>EXPENDITURE</b>								
190411 62150 Contractual Services	27,625	22,162	145,800	2,098	72,418	170,550	527.8%	Design/Arch./CPA
190411 70330 Construction			1,268,500	-	-	1,304,080		Arch Est. \$1.2M
61370 Transfer Out to 1913						300,000		Rolling Grant Fund
Total Expenditure	27,603	22,162	1,414,300	2,098	72,418	1,774,630	5123.7%	
<b>Revenue over/(under) Expenditure</b>	(20,888)	(10,561)	(807,600)	33,990	272,012	(984,630)	3866.3%	
<b>Ending Balance</b>	862,291	872,618	65,018	906,607	1,144,630	160,000	7.5%	

# FP Section 319 Fund - LRC Dam Removal Fund 1905

ACCOUNT & DESCRIPTION	BUDGET 2023	BUDGET 2024	% CHANGE IN BUDGET	Notes
<b>Beginning Balance</b>	0	0		
<b>REVENUE</b>				
190511 40300 Transfer In from Fund 1913	0	504,842		Rolling Grant Fund
190511 41350 Interest Income				
190511 42490 Transfer In from KC Fox River Escrow	0	336,562		
190511 42970 USEPA Section 319 Grant Award	0	504,842		
Total Revenue	0	1,346,246		
<b>EXPENDITURE</b>				
190511 61420 Transfer to FP Fund 1913	0	504,842		Rolling Grant Fund
190511 70060 Consultant - A&E Services		110,000		
190511 70330 Construction		731,404		
Total Expenditure	0	1,346,246		
<b>Revenue over/(under) Expenditure</b>	0	0		
<b>Ending Balance</b>	0	0		

**Forest Preserve Capital Fund  
Fund 1907**

ACCOUNT & DESCRIPTION	BUDGET 2021	BUDGET 2022	FY22 AMD 16-Aug-22	FY22 AMD 15-Nov-22	FY22 FINAL 30-Nov-23	BUDGET 2023	2023 YTD 31-Oct-23	2023 EOY 30-Nov-23	BUDGET 2024	% CHANGE IN BUDGET	BUDGET NOTES
Beginning Balance	0	288,916	286,713	286,713	286,713	84,186	84,186	84,186	409,301	-70.6%	
<b>REVENUE</b>											
190711 40300 Transfer In from 2007 Bond Proceeds Fund #1901 (950)	393,698	0	0	0	0	0	0	243,519	81,467		Interest transfer from 1903 in Jan 24
190711 40300 Transfer In (Interest Earnings + L/C) - Fund 1902	0	0	0	0	0	0	0	0	0		
190711 40340 Transfer In from Land Cash Fund #1910 (956)	30,000	0	0	0	0	0	0	0	0		
190711 40350 Transfer In from FRB Cropland Conversion #1909 (954)	184,116	0	0	0	0	0	0	0	0		
190711 40370 Transfer In from OSLAD Fund #1905	158,250	0	0	0	0	0	0	0	0		
190711 40370 Transfer In from RTP Fund #1908	0	0	0	0	0	0	0	0	0		
190711 40400 Transfer In from 2021 Bond Proceeds Fund #1912	0	100,784	0	0	0	0	0	0	0		
190711 40390 Transfer In from IDNR-PARC Fund #1913	200	0	568	1,805	3,126	0	4,211	5,936	6,000	-100.0%	
190711 42490 Other Revenue	19,450	5,000	10,837	8,736	18,736	0	9,643	10,885	0	-100.0%	
190711 43430 Grant Award - Morton Arboretum Landscape	25,000	50,000	50,000	50,000	50,000	0	0	0	0	-100.0%	
190711 43740 Grant Award - ICECF Reservation Woods	0	10,000	10,000	10,000	10,000	0	0	0	0	-100.0%	
190711 43770 Grant Award - ICECF K-12 Pollinator	11,000	11,000	11,000	11,000	11,000	0	0	0	0	-100.0%	
190711 43780 Grant Award - ICECF Pilot Pollinator Meadows	10,000	10,000	10,000	10,000	10,000	0	0	0	0	-100.0%	
<b>Total Revenue</b>	811,714	186,784	91,837	91,541	92,862	230,377	244,405	490,892	87,467	150.9%	
<b>EXPENDITURE</b>											
190711 61430 Transfer to Land Cash Fund - Reservation Woods	52,700	0	0	0	0	0	0	0	0	0.0%	
190711 62160 Equipment Replacement Contingency	33,762	200,000	53,317	53,317	0	165,373	0	0	200,000	210.2%	Equipment Replacement
190711 66500 Project Fund Expense	33,762	33,762	37,762	37,762	46,141	32,006	9,718	23,677	30,000	-15.2%	Capital Project Contingency
190711 66500 Project Fund Expense - Pickenill Estate House Roof	95,000	82,121	73,298	72,888	71,037	60,651	138,478	138,478	0	-17.3%	
190711 66500 Maramech Forest Preserve Gate Replacement	0	0	0	0	0	0	0	0	0	-100.0%	
190711 66500 Ellis House Roof Replacement	0	0	0	0	0	0	0	0	0	-100.0%	
190711 66500 Hoover Old Shop Roof Replacement and Envelope	12,000	275	275	275	275	0	0	0	0	-100.0%	Contracted Roofing Estimate - Final TBD
190711 66510 Project Fund Expense - ICECF K-12 Pollinator	20,000	5,550	5,550	4,834	4,834	0	0	0	0	-100.0%	Contracted Roofing Estimate - Final TBD
190711 66520 Project Fund Expense - ICECF Pollinator Meadows	25,000	37,714	37,714	19,530	19,530	18,184	3,623	3,623	0	-51.8%	
190711 66610 Project Fund Expense - Morton Arboretum Landscape	0	0	0	0	0	0	0	0	0	-100.0%	
190711 61420 Transfer Out to Fund 1908	0	0	143,023	143,023	143,023	0	0	0	0	-100.0%	
<b>Total Expenditure</b>	602,814	381,422	361,489	342,179	295,390	276,214	151,819	165,778	390,000	-23.6%	
<b>Revenue Over(Under) Expenditure</b>	208,900	(194,638)	(269,652)	(250,638)	(202,527)	(45,837)	92,586	325,115	(302,533)	-83.0%	
<b>Ending Balance</b>	208,900	94,278	17,061	36,075	84,186	38,349	176,772	409,301	106,767	124.8%	

**FP Fox River Bluffs Public Access RTP Grant Fund  
Fund 1908**

ACCOUNT & DESCRIPTION	BUDGET 2020	BUDGET 2021	BUDGET 2022	FY22 AMD 16-Aug-22	FY22 YTD 19-Oct-22	FY22 EOY 30-Nov-22	FY22 AMD 15-Nov-22	BUDGET 2023	FY23 YTD 31-Oct-23	BUDGET 2024	% CHANGE IN BUDGET
<b>Beginning Balance</b>	0	0	30,300	30,300	30,300	30,300	30,300	71,195	230,377	0	0
<b>REVENUE</b>											
190811 42970 Grant Award	177,100	30,300	30,300	100,941	0	17,918	17,918	159,182	0	0	
190811 43800 Transfer in from Series 2021 Bond Proceeds Fund #1912		0	0	143,023	0	100,941	100,941	0	0	0	
190811 40300 Transfer in from Capital Fund #1907	44,375	30,300	0	52,700	0	143,023	143,023	0	0	0	
190811 40300 Transfer in from Land Cash Fund #1910		0	0	52,700	0	52,700	52,700	0	0	0	
<b>Total Revenue</b>	221,475	30,300	30,300	296,664	0	314,582	314,582	159,182	0	0	
<b>EXPENDITURE</b>											
190811 61420 Transfer out to Fund 1907											
190811 66500 Other Expenditures	221,475	30,300	30,300	30,300	22,798	29,396	29,396	230,377	230,377	0	
190811 70650 Professional Services (Architect & Engineer)				296,664	103,407	244,292	244,292	0	0	0	Project residual
190811 70330 Construction											
<b>Total Expenditures</b>	221,475	30,300	30,300	326,964	126,205	273,687	273,688	230,377	230,377	0	
<b>Revenue over/(under) Expenditure</b>	0	0	0	(30,300)	(126,205)	40,895	40,895	(71,195)	(230,377)	0	
<b>Ending Balance</b>	0	0	30,300	0	(95,905)	71,195	71,195	0	0	0	0



## FP Land Cash Fund 1910

Notes

ACCOUNT & DESCRIPTION	BUDGET 2021	BUDGET 2022	FY22 AMD 16-Aug-22	FY22 EOY 30-Nov-22	BUDGET 2023	FY23 YTD 31-Oct-23	FY23 EOY 30-Nov-23	BUDGET 2024
<b>Beginning Balance</b>		205,214	205,214	205,214	140,668	140,668	140,668	135,404
<b>REVENUE</b>								
191011 40330 Transfer In From Land Cash	157,514	0	0	0	66,959	0	0	114,757
191011 41350 Interest Income								
191011 42970 Grant Awards (Minooka - OSLAD/LWCF)	136,640	124,271	124,271	124,271				
191011 42490 Other Revenue				50				
191011 40380 Transfer in From Forest Preserve Capital Fund (1907)	52,700	0	0					
Total Revenue	346,854	124,271	124,271	124,321	66,959	0	0	189,757
<b>EXPENDITURES</b>								
191011 67410 Land Acquisition	210,214	329,485	276,785	136,167	207,627	5,264	5,264	325,161
191011 61300 Transfer Out to Fox River Bluffs RTP Fund 1908			52,700	52,700				
Total Expenditure	210,214	329,485	329,485	188,867	207,627	5,264	5,264	325,161
<b>Revenue over/(under) Expenditure</b>	136,640	(205,214)	(205,214)	(64,546)	(140,668)	(5,264)	(5,264)	(135,404)
<b>Ending Balance</b>		0	0	140,668	0	135,404	135,404	0

KC Land Cash  
Fund Balance (09/29/23)  
LWCF Reimb.

## KCFP Liability Insurance Fund Fund 1911

ACCOUNT & DESCRIPTION	BUDGET 2021	BUDGET 2022	FY22 AMD 16-Aug-22	FY22 EOY 30-Nov-22	BUDGET 2023	FY23 EOY 30-Nov-23	BUDGET 2024	% CHANGE IN BUDGET
<b>Beginning Balance</b>	50,000	45,000	46,300	46,300	46,300	46,300	46,300	
REVENUE								
19111 40320 Transfer from FP Operation Fund								
19111 42120 Insurance Claim Reimbursements				0	0	0	0	
Total Revenue	0	0	0	0	0	0	0	
EXPENDITURE								
19111 68990 Claims/Deductibles	25,000	25,000	25,000	0	25,000	0	25,000	
Total Expenditure	25,000	25,000	25,000	0	25,000	0	25,000	
<b>Revenue over/(under) Expenditure</b>	(25,000)	(25,000)	(25,000)	0	0	0	0	
<b>Ending Balance</b>	25,000	20,000	21,300	46,300	21,300	46,300	21,300	

**FOREST PRESERVE SERIES 2021 BOND PROCEEDS**  
Fund 1912

ACCOUNT & DESCRIPTION	BUDGET 2021	BUDGET 2022	FY22 AMD 16-Apr-22	FY22 YTD 19-Oct-22	FY22 EOY 30-Nov-22	BUDGET 2023	FY23 YTD 31-Oct-23	FY24 BUDGET	% CHANGE IN BUDGET	BUDGET NOTES
<b>Beginning Balance</b>	0	100,919	100,919	100,919	100,919	(197)	173	0	0	
<b>REVENUE</b>										
191211 43790 Series 2021 Bond Proceeds	1,200,000	0	0	0	0	0	0	0	0	
191211 41350 Interest	0	0	22	101			2			
Total Revenue	1,200,000	0	22	101	0	0	2	0	0	
<b>EXPENDITURE</b>										
191211 61370 Transfer Out to FRB RTP Project Fund #1908	30,300		100,941	0	100,941					
191211 61420 Transfer Out to FP Capital Exp. Fund #1907		100,784			175	145	175			
191211 61440 Transfer Out to Pickerill-Pigott IDNR-PARC Project Fund #1913	1,111,895									
Total Expenditure	1,142,195	100,784	100,941	0	101,116	145	175	0	0	
<b>Ending Balance</b>	57,805	135	0	101,020	(197)	(342)	0	0	0	

**FP Pickerill-Pigott IDNR-PARC Project Fund  
Fund 1913**

ACCOUNT & DESCRIPTION	BUDGET 2021	BUDGET 2022	FY22 AMD 16-Aug-22	FY22 EOY 30-Nov-22	BUDGET 2023	FY23 YTD 31-Oct-23	FY23 EOY 30-NOV-23	BUDGET 2024	Notes
Beginning Balance		1,063,405	1,062,110	1,062,110	1,040,349	1,040,349	1,040,349	828,200	
REVENUE									
191311 40390 ARPA Grant Award - Kendall County		200	200	0	100,000	0	0		
191311 41350 Interest Income				0	200	0	3,931		
191311 42250 Revenue		828,200		368,999	828,200	(368,999)	459,201		
191311 42970 IDNR PARC Grant Award									
191311 43800 Transfer from Bond Proceeds #1912	1,111,895								
Total Revenue	1,111,895	828,400	200	368,999	928,400	(365,068)	463,132	0	
EXPENDITURE									
191311 61420 Transfer to FP #1904 Endowment (Subst)								300,000	Subst Nature Center (OSLAD Reimb.)
191311 61420 Transfer to FP #1905 LRC Dam Removal								504,842	LRC Dam Removal (318 Reimb.)
191311 66500 Other Expenditures									
191311 68530 Preserve Improvements/Master Plan									
191311 70040 Supplies									
191311 70050 Contractual Services									
191311 70060 Consultants									
191311 70330 Construction	400,000	1,036,265	1,034,970	370,247	684,583	666,621	666,621		
191311 70650 Professional Services - A&E Services	75,800	27,340	27,340	20,514	11,384	8,659	8,659		
Total Expenditure	475,800	1,063,605	1,062,310	390,760	695,966	675,281	675,280	804,842	
Revenue over/(under) Expenditure	636,095	(235,205)	(1,062,110)		232,434	(1,040,348)	(212,148)	(804,842)	
Ending Balance		828,200	0	1,040,349	1,272,782	0	828,200	23,358	

**FP American Rescue Plan Act Fund  
Fund 1914**

ACCOUNT & DESCRIPTION	BUDGET 2021	BUDGET AMD 11-21	BUDGET 2022	FY22 AMD 16-Aug-22	FY22 EOY 30-Nov-22	BUDGET 2023	FY23 YTD 31-Oct-23	FY23 EOY 30-Nov-23	BUDGET 2024
<b>Beginning Balance</b>									
<b>REVENUE</b>									
191411 Interest Income			2,976	7,594	7,594	47,802	47,802	47,802	56,300
191411 40390 Transfer of American Rescue Plan Act Funds from Kendall County	30,000	30,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
<b>Total Revenue</b>	30,000	30,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
<b>EXPENDITURE</b>									
191411 51160 Salaries - Part Time Grounds Maintenance			17,280	17,280	4,654	20,160	12,535	14,965	
191411 51390 Salaries - Full Time Grounds Maintenance	8,000	3,700	32,600	32,600	34,080	36,474	32,546	36,755	39,028
191411 61160 Transfer to KC IMRF Fund	716	331	2,272	2,272	2,403	2,145	1,601	2,145	2,272
191411 63050 Transfer to KC SSI Fund	612	283	2,494	2,494	2,940	4,333	2,909	4,333	2,986
191411 63060 ER Contr Health/Dental	5,000	2,710	11,500	11,500	11,346	12,432	11,349	12,432	13,875
191411 66500 Other Expenditures									
191411 68530 Preserve Improvements/Master Plan			36,830	41,448	4,369	65,184	18,091	20,873	98,139
191411 70040 Supplies									
191411 70050 Contractual Services	15,672								
191411 70060 Professional Services - A&E Services		20,000							
191411 70330 Construction									
<b>Total Expenditure</b>	30,000	27,024	102,976	107,594	59,792	140,728	79,032	91,502	156,300
<b>Revenue over/(under) Expenditure</b>	0	2,976			40,208	(40,728)	20,968	8,498	(56,300)
<b>Ending Balance</b>	0	2,976	(0)	(0)	47,802	7,074	68,770	56,300	(0)

**FOREST PRESERVE DEBT SERVICE - SERIES 2021  
Fund 1915**

ACCOUNT & DESCRIPTION	YTD 2022	BUDGET 2023	2023 YTD 31-Oct-23	2023 EOY 30-Nov-23	BUDGET 2024
<b>Beginning Balance</b>					
REVENUE					
191511 41010 Current Tax	81,818	84,544	83,719	84,244	82,544
191511 41350 Interest Income	1	100	0	115	100
<b>Total Revenue</b>	81,818	84,644	83,719	84,359	82,644
EXPENDITURE					
191511 66500 Miscellaneous Expenditure	338	475			475
191511 68640 Fiscal Agent Fee	475	1,107	475	475	1,107
191511 68790 Debt Service - Interest Series 2021	34,354	35,144	35,144	35,144	33,544
191511 68800 Debt Service - Principal Series 2021		30,000	30,000	30,000	50,000
<b>Total Expenditure</b>	35,166	66,726	65,619	65,619	85,126
<b>Revenue over/(under) Expenditure</b>	46,652	17,918	18,101	18,741	(2,482)
<b>Ending Balance</b>	46,652	62,926	64,753	65,393	62,911



Kendall County Forest Preserve District - FY24 TOTAL COMPENSATION REPORT  
 DRAFT SCHEDULE FOR COMMITTEE OF THE WHOLE REVIEW  
 14-Nov-23

473.64

Last Name	First Name	Hire Date	Job Class Description	Location Description	Budgeted Annual Salary	Stipend	Clothing Allowance	HSA Contribution	Employer Portion Health	Employer Portion Dental	Life Insurance	IMRF	PCA	Residence Lease Benefit	Total Compensation
ADAMS	KIM	10/01/2016	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$28,762.50							\$1,673.98	\$2,200.33		\$32,636.81
BEERUP	BRANDON	10/29/2021	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$39,027.15			\$1,500.00	\$11,729.77	\$473.64	\$21.00	\$7,771.38	\$1,985.38		\$58,008.52
BELMARES	MICHAEL	09/01/2015	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$48,685.00								\$353.81		\$49,787.81
BERNOLD	KATHLEEN	12/29/2013	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$17,800.00							\$1,047.60	\$1,377.00		\$20,424.60
CAMPBELL	PAUL	10/12/2021	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$21,600.00							\$1,257.12	\$1,652.40		\$24,509.52
CHRISTIANSEN	VICTORIA	09/29/2023	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$19,800.00							\$1,154.70	\$1,547.20		\$22,494.90
COCHRAN	JENNIE	06/06/2023	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$4,812.50							\$385.38	\$511.38		\$5,709.26
COLLINS	WILLIAM	12/08/2020	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$5,650.00							\$369.82	\$492.84		\$6,512.66
DAVIDOWSKI	ERIN	10/18/2013	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$11,400.00							\$1,071.00	\$1,407.10		\$13,878.10
DEWOLF	MARGIE	08/03/2020	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$43,900.00			\$1,500.00	\$11,729.77	\$473.64	\$21.00	\$2,496.78	\$3,281.85		\$54,878.63
GRONICHIELM	JULIA	07/02/2015	FOREST PRESERVE EXEMPT	FOREST PRESERVE	\$13,188.00							\$6,469.98	\$0,504.35		\$19,866.74
HARRIS	MICHAEL	02/21/2022	FOREST PRESERVE EXEMPT	FOREST PRESERVE	\$4,200.00							\$321.30	\$4,521.30		\$4,842.60
HEINERS	CASEY	03/09/2022	FOREST PRESERVE EXEMPT	FOREST PRESERVE	\$18,090.00							\$1,363.89	\$1,764.60		\$19,478.89
KAMMNER	FRANK	10/29/2018	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$38,400.00				\$8,562.78	\$473.64	\$31.00	\$2,118.48	\$2,784.60		\$50,360.50
LARSON	ELIZABETH	11/26/2022	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$21,450.00							\$1,440.38	\$1,640.93		\$24,339.32
MONDRELLA	AUSTIN	07/01/2019	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$5,835.56							\$444.47	\$564.47		\$6,844.50
MONDRELLA	ALBERT	04/12/2017	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$140.00			\$1,500.00	\$11,729.77	\$473.64	\$21.00	\$2,772.39	\$3,644.12		\$67,776.48
MONDRELLA	ALISANDRA	07/12/2017	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$18,360.00							\$1,071.00	\$1,507.10		\$19,938.10
OWEN	ANNABELLE	10/21/2020	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$16,360.00							\$1,008.95	\$1,404.54		\$17,773.49
PRETTE	SHANNON	12/07/2017	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$370.00							\$933.32	\$1,253.07		\$1,656.39
SALATO	MICHELLE	10/08/2015	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$23,800.00							\$83.97	\$4,920.20		\$28,804.17
SAUER	BLAKE	07/01/2023	FOREST PRESERVE EXEMPT	FOREST PRESERVE	\$58,508.16			\$1,500.00	\$11,729.77	\$473.64	\$21.00	\$1,309.50	\$1,721.25		\$73,273.38
SCHUBERT	IRENE	07/11/2019	FOREST PRESERVE EXEMPT	FOREST PRESERVE	\$3,080.00							\$3,604.88	\$4,475.69	\$14,016.00	\$21,176.57
TECHNICHUCK	JAY	07/19/2023	FOREST PRESERVE EXEMPT	FOREST PRESERVE	\$12,260.00							\$1,700.00	\$2,356.62		\$16,316.62
TEGHANNEN	SARA	07/19/2023	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$4,493.81							\$1,014.39	\$1,315.62		\$6,823.82
VECK	MARSHALL	05/02/2013	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$35,992.50			\$1,000.00	\$11,729.77	\$473.64	\$21.00	\$2,554.62	\$3,357.88		\$49,827.31
VORSHANN	JESSICA	06/27/2018	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$700.00							\$2,059.84	\$2,707.53		\$3,459.37
WAGNER	MARY	06/27/2014	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$23,400.00							\$353.55	\$453.55		\$24,207.10
WES	KRISTINE	06/19/2014	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$21,359.38							\$3,792.28	\$4,984.69		\$31,136.35
WHITE	ANTOINETTE	06/11/2019	FOREST PRESERVE NON-EX	FOREST PRESERVE	\$49,739.70			\$1,500.00	\$11,729.77	\$473.64	\$21.00	\$3,792.28	\$4,984.69		\$87,600.76
WHITE	DEBREE	04/11/2019	FOREST PRESERVE EXEMPT	FOREST PRESERVE	\$4,800.00							\$448.38	\$448.37		\$5,696.75
WIENCKE	STEFANIE	08/21/2014	FOREST PRESERVE EXEMPT	FOREST PRESERVE	\$26,800.00			\$1,500.00	\$11,729.77	\$473.64	\$21.00	\$488.88	\$644.60		\$39,596.70
			FOREST PRESERVE - SUMMER SEAS												
			FOREST PRESERVE - NAT. BGS. PT. AD												
			FOREST PRESERVE - NAT. BGS. PT. AD												
			KENDALL COUNTY - DEPUTY COUNTY ADMIN.			\$61,200.00									

\*Hire Date and Vacation Days Per Fiscal Year for ALL CDDP Employees  
 0 - 6 years service = 10 days  
 7 - 14 years service = 15 days  
 15 or more years service = 20 days  
 \*Personal/ Sick Days Per Fiscal Year  
 17 personal/sick days



Kendall County Forest Preserve District  
 Schedule for Annual Meetings - Calendar Year 2024  
 14-Nov-23  
**DRAFT for KCFPD Committee of the Whole Review**  
**COMMISSION APPROVAL DATE: 21-Nov-23**

All meetings of the Kendall County Forest Preserve District Board of Commissioners and Committee meetings will be held in the Kendall County Administration Building - Kendall County Board Rooms 209 and 210 located at 111 W. Fox Street Yorkville, IL 60560.

The regular meeting dates for Kendall County Forest Preserve District Commission meetings are the first and third Tuesdays of each calendar month.

2-Jan-24	6:00 PM	2-Jul-24	6:00 PM
16-Jan-24	9:00 AM	16-Jul-24	9:00 AM
6-Feb-24	6:00 PM	6-Aug-24	6:00 PM
20-Feb-24	9:00 AM	20-Aug-24	9:00 AM
5-Mar-24	6:00 PM	3-Sep-24	6:00 PM
19-Mar-24	9:00 AM	17-Sep-24	9:00 AM
2-Apr-24	6:00 PM	1-Oct-24	6:00 PM
16-Apr-24	9:00 AM	15-Oct-24	9:00 AM
7-May-24	6:00 PM	5-Nov-24	6:00 PM
21-May-24	9:00 AM	19-Nov-24	9:00 AM
4-Jun-24	6:00 PM	3-Dec-24	6:00 PM
18-Jun-24	9:00 AM	17-Dec-24	9:00 AM

The regular meeting date for the Kendall County Forest Preserve District Committee of the Whole meeting is the first Tuesday following the first Commission meeting of each calendar month.

9-Jan-24	4:30 PM	9-Jul-24	4:30 PM
13-Feb-24	4:30 PM	13-Aug-24	4:30 PM
12-Mar-24	4:30 PM	10-Sep-24	4:30 PM
9-Apr-24	4:30 PM	8-Oct-24	4:30 PM
14-May-24	4:30 PM	12-Nov-24	4:30 PM
11-Jun-24	4:30 PM	10-Dec-24	4:30 PM

The regular meeting date for the Kendall County Forest Preserve District Finance Committee meeting is the first Thursday in the week following the second Commission meeting.

25-Jan-24	4:00 PM	25-Jul-24	4:00 PM
29-Feb-24	4:00 PM	29-Aug-24	4:00 PM
28-Mar-24	4:00 PM	26-Sep-24	4:00 PM
25-Apr-24	4:00 PM	24-Oct-24	4:00 PM
30-May-24	4:00 PM	5-Dec-24	4:00 PM
27-Jun-24	4:00 PM		

\*No November meeting scheduled due to Thanksgiving holiday

The regular meeting date for the Kendall County Forest Preserve District Operations Committee meeting is the first Wednesday of each calendar month.

3-Jan-24	6:00 PM	3-Jul-24	6:00 PM
7-Feb-24	6:00 PM	7-Aug-24	6:00 PM
6-Mar-24	6:00 PM	4-Sep-24	6:00 PM
3-Apr-24	6:00 PM	2-Oct-24	6:00 PM
1-May-24	6:00 PM	6-Nov-24	6:00 PM
5-Jun-24	6:00 PM	4-Dec-24	6:00 PM

**Kendall County Forest Preserve District 2024 Holiday Schedule**

New Year's Day	Monday	1-Jan-24
Martin Luther King, Jr. Day	Monday	15-Jan-24
Lincoln's Birthday	Monday	12-Feb-24
Washington's Birthday	Monday	19-Feb-24
Spring Holiday	Friday	29-Mar-24
Memorial Day	Monday	27-May-24
Juneteenth Independence Day	Wednesday	19-Jun-24
Independence Day	Thursday	4-Jul-24
Labor Day	Monday	2-Sep-24
Columbus Day	Monday	14-Oct-24
Veteran's Day	Monday	11-Nov-24
Thanksgiving Day	Thursday	28-Nov-24
Day Following Thanksgiving	Friday	29-Nov-24
Christmas Day	Wednesday	25-Dec-24

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
JOB DESCRIPTION**

**CLASS TITLE:** Executive Advisor

**WAGE CATEGORY:** FLSA Exempt

**REPORTS TO:** Kendall County Forest Preserve District Board of Commissioners

**EFFECTIVE DATE:** November 21, 2023

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**SUMMARY:**

This position is primarily responsible for the administration, management and professional development of the Kendall County Forest Preserve District's ("District") leadership team. This position serves as the primary advisor for the Kendall County Forest Preserve District's Board of Commissioners ("Commission"). In this position, the employee shall have access to confidential information regarding personnel matters, financial information, and other sensitive information related to management and internal operations of Kendall County Forest Preserve District.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

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

- Coordinates, oversees, and manages District planning and operations, which management duties include, but are not limited to the following:
  - Recruits, interviews, selects, hires, and trains District staff;
  - Prepares and maintains confidential personnel records;
  - Handles employee and public complaints and grievances;
  - Provides for the safety and security of the employees, volunteers, visitors, and District property;
  - Develops, generates and issues permits under the District's General Use Ordinance, Commission-approved license agreements, special use permits for forest preserve public use areas and facilities, farm operator license agreements, and license agreements extending rights for use of District preserves, recreational areas, and facilities;
  - Directs and administers the District's grant-funded projects for land acquisition, preserve improvements, natural areas management, and other preserve improvement projects approved by the Commission;
  - Coordinates and directly participates in the marketing, sponsorship and fundraising efforts of the District, including management of social media platforms, advertising, website development and eNewsletter publications;
  - Develops and directs the development of maintenance and recordkeeping procedures and ensures that such procedures are carried out on a scheduled basis;
  - Determines the materials, supplies, machinery, equipment, and tools to be used or purchased in order to properly repair, maintain and improve the District's grounds, buildings, natural areas, and public use areas;
  - Maintains the confidentiality of confidential and/or proprietary data of the District and other protected information (e.g., DOBs, SSNs, home addresses, etc.);
  - Manages and submits cash and cash receipts collected from preserve rental clients, program participants, and facilities, including approval of records of deposit and vouchers submitted to the Kendall County Treasurer's Office;
  - Manages relationships with vendors and contractors by performing duties including, but not limited to the following: obtains cost estimates for supplies, parts and equipment repair; develops bid specifications for District projects; orders and purchases supplies for projects; negotiates services and contract terms; and reviews and recommends contracted services and equipment, which recommendations are given particular weight by the Commission;

- Recruits, trains, and manages volunteers to support a variety of projects, tasks including natural area restoration efforts.
- Responds to address off-hour emergency issues;
- Communicates District rules and regulations to the public, staff, and volunteers.
- Supports the work of the District's leadership transition team, which duties include, but are not limited to the following:
  - Planning, organizing, and supervising the activities of staff in proper repair and maintenance of mechanical equipment and systems, grounds maintenance, and custodial services for District buildings and preserve areas;
  - Supervising, coordinating, and directly participating in preserve improvement projects, including construction and maintenance projects, and natural area restoration projects;
  - Supervising, coordinating, and directly participating in grounds and building improvement projects, including construction and maintenance projects and natural area restoration projects;
  - Supervising grounds maintenance projects at various District locations including, but not limited to the following:
    - Horticultural and maintenance tasks including, but not limited to mowing, edging, aerating, trimming, fertilizing, weed control, seeding, tree and shrub trimming, sod repair, firewood splitting and hauling, snow and ice removal from District roads/walks/trails utilizing manual or powered-equipment methods;
    - Splitting, loading and hauling firewood;
    - Gathering, loading and hauling refuse and vegetation from grounds and user areas;
    - Removing snow and ice from District roads/walks/trails, utilizing both powered equipment and manual methods;
    - Constructing, installing and repairing District facilities and structures, picnic shelters, bridges, fencing, bollards, posts, signage, seasonal equipment, and any other facilities and structures necessary for the District;
    - Completing carpentry, painting and flooring projects, as needed, at District facilities and structures; and
    - Preparing 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.
- Acts as administrator and advisor for the Commission, performing duties including, but not limited to the following:
  - Preparing all regular, special, and committee meeting agendas and packets in compliance with the State of Illinois Open Meetings Act;
  - Directing the preparation of meeting minutes for all regular, special, committee, and executive session meetings of the District;
  - Maintaining the confidentiality and record-keeping for the District's closed-session and attorney-client privileged communications in compliance with the State of Illinois Open Meetings Act;
  - Preparing the District's operating levy and annual budget for all District funds in compliance with the District's fund balance policy;
  - Administering the District's vouchers and claims list generation for Commission approval;
  - Recommending changes to the District's fees and charges for programs and services, which recommendations are given great weight by the Commission;
  - Securing quotes and/or prepares bid specifications for all District projects in accordance with the Illinois Downstate Forest Preserve District Act;
  - Drafting, implementing, and administering ordinances and policies approved by the Board of Commissioners, including the District's General Use Ordinance;
  - Providing recommendations regarding the setting and adjusting of employees' rates of pay (within pre-approved budget parameters), which recommendations are given particular weight by the Commission;

- Appraising employees' productivity and efficiency for the purpose of recommending promotions or other changes in status, which recommendations are given particular weight by the Commission;
- Providing recommendations regarding the hiring, firing and discipline of staff, which recommendations are given significant weight by the Commission;
- Preparing land acquisition assessments and recommendations, which recommendations are given significant weight by the Commission, and coordinates the development of land acquisition projects with the Kendall County State's Attorney's Office;
- Preparing organizational and preserve planning documents including the District's Master Plan, and site plans and master plans for District preserves for approval by the Board of Commissioners;
- Preparing monthly reports on District projects for presentation to the Commission; and
- Acts as the District's primary liaison to the not-for-profit Forest Foundation of Kendall County.
- Complies with all applicable federal and state laws, regulations and District policies and procedures regarding or relating to assigned job duties;
- Represents the District within local, regional and national partnership initiatives, at speaking engagements, and other land-management, outdoor recreation, and public educational programs and events.
- Safely and effectively operates District vehicles, tools and equipment including, but not limited to hand-operated mechanical and power tools (drills, saws, chainsaws, and brush cutters) and grounds maintenance equipment (rototiller, power washers, and other mechanical tools).
- Participates in emergency preparedness and response activities, as needed.
- Maintains regular attendance and punctuality.
- Performs any other duties as required or assigned.

**SUPERVISORY RESPONSIBILITIES:**

- This position directly supports the District's leadership transition team including the Acting Executive Director, Environmental Education and Outreach Division Manager, and the Grounds and Natural Resources Division Manager.

**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) is required.
- A Bachelor's degree in environmental sciences or natural resources management is required.
- A Master's degree in environmental sciences or natural resources management is preferred.
- A required minimum of four (4) years' experience in a natural resources-based agency administrative role, with a minimum of (4) years' experience within a supervisory role, or equivalent combination of training and experience.
- Requires knowledge of State and federal laws pertaining to employment practices, worker and public safety, labor law, property law, the American with Disabilities Act, Open Meetings Act, and Illinois Downstate Forest Preserve Act.
- Requires knowledge of natural areas management, tools, equipment, and project approaches.
- Requires completion of all assigned equipment and natural areas management training.
- Knowledge of Microsoft Office programs including, but not limited to, Excel, Word, Publisher, and PowerPoint.
- Knowledge of office practices, principles of modern record keeping, and setup and maintaining filing systems.

**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, volunteers, Commissioners of the District, and County employees and officials.
- Proficiency in 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.
- Ability to compute costs and to make change.

**D. REASONING ABILITY:**

- Ability to employ safe work practices and use sound judgment.
- 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 and any other licenses/certifications necessary to operate District tools and equipment.
- A valid Illinois Pesticide Operator's License or, in the alternative, obtain a valid Illinois Pesticide Operator's License within the first 12-months of employment.
- A prescribed fire burn training certificate and S190 course completion or, in the alternative, successfully complete S190 coursework within the first ninety (90) days of employment, or an equivalent combination of training and experience.
- All other training, certificates, permits and/or registrations required for specific tasks and 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 for extended periods of time.
- 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 quiet within the office environment, and occasionally loud due to equipment operational noise and special event functions.
- 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, including extreme weather conditions.
- Employee will be required to have frequent contact with animals, nature, volunteers, and other members of the general public.
- 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, and other restoration work vehicles and equipment to perform 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.

November 21, 2023

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
JOB DESCRIPTION**

**CLASS TITLE:** Acting Executive Director  
**WAGE CATEGORY:** FLSA Exempt  
**REPORTS TO:** Kendall County Forest Preserve District Board of Commissioners  
**EFFECTIVE DATE:** November 21, 2023

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**SUMMARY:**

Provides administration, management and supervision of the Kendall County Forest Preserve District ("District") including regular communications with the general public and Board of Commissioners. Directly supervises the Ellis House and Equestrian Center Manager and Accounting and Preserve Reservations Manager. Directs the development and implementation of all Natural Resources, Habitat, and Preserve Improvement Projects. Directs the development and implementation of the District's 5-year strategic plan. Provides scheduling support, supervision and oversight of grounds maintenance and natural resource management projects and programs, including supervision of volunteer restoration work day activities.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Customarily and regularly performs supervisory and management duties in various preserve locations including, but not limited to the following:
  - Interviewing, selecting, and training grounds maintenance staff;
  - Preparing and maintaining confidential personnel records;
  - Maintaining confidentiality of confidential or proprietary data of the District and other protected information (e.g., DOBs, SSNs, home addresses, etc.);
  - Setting and adjusting employees' hours of work;
  - Providing recommendations regarding the setting and adjusting of employees' rates of pay (within pre-approved budget parameters), which recommendations are given particular weight by the final decision-maker;
  - Maintaining production and operations records for use in supervision and control of the District's natural resources management projects;
  - Appraising employees' productivity and efficiency for the purpose of recommending promotions or other changes in status, which recommendations are given particular weight by the final decision-maker;
  - Handling employee and public complaints and grievances;
  - Providing recommendations regarding the hiring, firing and discipline of staff, which recommendations are given significant weight by the final decision-maker;
  - Providing for the safety and security of the employees, volunteers, visitors, and District property;
  - Planning, organizing, and supervising the activities of staff conducting natural areas management activities within preserve areas.
- Customarily and regularly directs the work of at least two or more full-time employees (or their equivalent).
- Directs the activities and meeting schedule of the District's Safety Committee.
- Assists the Executive Advisor in compiling and capturing all District Board of Commissioners meeting minutes and committee meeting minutes for review and approval by the Board of Commissioners and its respective committees.
- Serves as a Freedom of Information Act Officer for the District, ensures compliance with the State of Illinois Freedom of Information Act, and maintains all relevant training and certification related thereto;
- Supports administration of the District's Human Resources Functions:
  - Prepares all Personnel Action Notices throughout the budget year and the beginning of the new fiscal year, and submits required paperwork to the Treasurer's Office.
  - Computes attendance and leave benefits for District employees; reviews time sheets and other payroll records.
  - Compiles and tracks all part-time employee hours and submits monthly reports of the same to the Treasurer's Office.
  - Prepares and maintains confidential payroll and personnel records, vouchers, administrative records and reports for the District, including coordination of the submission of records with various Kendall County departments
- Supervises and coordinates all natural preserve resource management projects. Develops goals and objectives for natural resource management projects.

- Develops, generates, and issues permits under the District's General Use Ordinance.
- Supervises trained and untrained volunteers participating in natural area management workdays.
- Conducts public programs, public speaking, and natural area management activities in a variety of settings, including work with children, and work within natural areas with uneven terrain.
- Coordinates and supervises assigned staff members, outside contractors and volunteers supporting natural resource management and capital improvement projects within District preserves.
- Oversees project management for the District's construction contractors; monitors all ongoing projects; creates project metrics and deliverables; and assesses the achievement of said project metrics and deliverables.
- Manages relationships with vendors and contractors by performing duties including, but not limited to the following: obtains cost estimates for supplies, parts and equipment repair; develops bid specifications for District projects; orders and purchases supplies for projects; negotiates services and contract terms; and reviews and recommends contracted services and equipment, which recommendations are given particular weight by the final decision-maker.
- Ensures that natural resource project permitting requirements and objectives are fully met.
- Performs a variety of horticultural tasks including, but not limited to trimming, controlling weeds, seeding and maintaining natural areas, planting, pruning trees and shrubs, and treating and removing exotic and invasive species.
- Regularly uses, maintains and repairs tools of the trade (both powered and non-powered equipment) including, but not limited to chainsaw(s), and other mechanical hand tools.
- Hauls and moves materials and supplies, as needed, for District and public use.
- Repairs and maintains District trails by performing duties including, but not limited to, removing fallen trees and limbs, and repairing any damage caused by encroachment, erosion, or other factors.
- Collects GIS data for spreadsheet entry and management, including mapping of natural area plant communities, ecotypes, and threats.
- Develops and maintains press releases and District website platforms.
- Maintains professional collaboration with other agency administrators and community organizations both within and outside of Kendall County, Illinois.
- Communicates professionally and effectively with the Environmental Education and Outreach Division Manager, Grounds and Natural Resources Division Manager, Executive Advisor, District staff and the general public.
- Directs, performs, and oversees the District's prescribed burn program, brush removal, seed collecting and other natural area management tasks at District locations and preserves.
- Develops and administers grant funded projects for preserve improvements and natural areas management.
- Develops District policies and processes to identify safety issues; reduce risk and liability exposure within grounds and natural resource stewardship projects.
- Maintains a safe and clean environment at all times and enforces all District safety rules and policies.
- Provides first aid or take other emergency measures when necessary as indicated in student, volunteer and staff emergency protocol and procedures.
- Drives vehicles to various locations to conduct tours, educational programs, work days, and other assigned roles. Transportation includes both use of District vehicles and personal vehicle.
- Complies with all applicable federal and state laws, regulations and District policies and procedures regarding or relating to assigned job duties.
- Handles cash and accepts other forms of payment for public programs, permits, and facility use reservations.
- Maintains the confidentiality of protected personal information contained within District reservation forms.
- Appoints an Acting Director for the District during short-term absences and vacations.
- Participates in emergency preparedness and response activities.
- Maintains regular attendance and punctuality.
- Performs other duties as assigned.

**SUPERVISORY RESPONSIBILITIES:**

- This position directly supervises the full-time Ellis House and Equestrian Center Manager, the full time Accounting and Preserve Reservations Manager, District natural area volunteers, and staff supporting assigned preserve improvement and natural area restoration projects.

**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 natural resources, environmental science, and parks management.
- Master's Degree in Public Administration or Natural Resources Management and/or actively pursuing an advanced degree in a related field preferred.
- Knowledge of public agency personnel management; fiscal management; policy management; and risk and liability management principles and practices.
- A minimum of five to seven years of experience with progressive responsibilities in supervision and administration of a parks and natural resources management program preferred.
- Experience in leading and coordinating volunteer-based work days and natural resource projects.
- Knowledge of Microsoft Office programs including, but not limited to, Excel, Word and PowerPoint.
- Working knowledge of multiple social media platforms and ability to effectively and appropriately use the Internet and create engaging posts for social media.
- Knowledge of office practices, principles of modern record keeping, and setup and prepare, create and organize files

**B. LANGUAGE SKILLS:**

- Proficient knowledge of the English language, spelling and grammar.
- Ability to speak effectively with the public, including individuals of all ages and ability levels, and employees of the District.
- Ability to write routine reports and correspondence.
- Ability to professionally and effectively communicate with the public on the District's social media platforms.
- Ability to present District curriculum.

**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.
- Ability to compute costs and make change.
- Ability to read and interpret financial statements.

**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:**

- Open Meetings Act and Freedom of Information Act certification.
- A prescribed fire burn training certificate and S190 course completion or, in the alternative, successfully complete S190 coursework within the first ninety (90) days of employment.
- A valid Illinois Pesticide Operator's License or, in the alternative, obtain a valid Illinois Pesticide Operator's License within the first ninety (90) days of employment.
- Master Naturalist, Certified Interpretive Guide, or other environmental certification preferred. May be actively pursuing an environmentally related certificate.
- Current CPR/First Aid certification.
- All other training, 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 50 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:**

- 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 is required to provide own transportation to travel to and from meetings, training, conferences, and the various District preserves and locations.
- Employee is required to work regularly with the general public.

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

Kendall County Forest Preserve District

Approved: November 27, 2018  
Amended: May 18, 2021  
Amended: October 19, 2021  
Amended: November 21, 2023

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
JOB DESCRIPTION**

**CLASS TITLE:** Environmental Education and Public Outreach Division Manager

**WAGE CATEGORY:** FLSA Exempt

**REPORTS TO:** Kendall County Forest Preserve District Board of Commissioners

**EFFECTIVE DATE:** November 21, 2023

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**SUMMARY:**

This position provides oversight for day-to-day management and development and of the Education and Community Outreach Programs and (“Programs”) for the Kendall County Forest Preserve District (“District”).

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Supervises the District’s Environmental Education Division and Equestrian Program staff.
- Develops curriculum and theme planning for the Programs that are developmentally appropriate for all relevant age groups and ability levels and reflects the natural and cultural history of Kendall County and beginner equestrian interests.
- Creates and purchases materials needed for curriculum and manages corresponding program budgets.
- Coordinates staff hours and weekly schedules.
- Manages and directs Natural Beginnings, Environmental Education department, and equestrian center planning meetings.
- Participates within and supports the Forest Foundation of Kendall County’s meetings, projects and events.
- Establishes performance goals and objectives for the Program.
- Develops and maintains handbooks, brochures, packets, press releases and newsletters for the Program.
- Maintains a safe and clean environment at all times and enforce all District safety rules and policies.
- Develops materials for parent-teacher conferences.
- Manages and/or delegates management of parent inquiries, communications, and parent-teacher conferences.
- Oversees social media marketing and related correspondences.
- Coordinates student sign-up and registration with the District’s Reservations Manager and Accounting Coordinator, the Environmental Education Coordinator, and the Equestrian Program Coordinator.
- Train, lead and/or assist with teaching Program classes.
- Provides staff supervision, project management and oversight of the District’s special projects.
- Works and communicates well verbally and in writing with District’s Board of Commissioners, staff and the public, including individuals of all ages and ability levels.
- Maintains professional collaboration with other nature-based administrators, community organizations, and environmental educators.
- Assists the Environmental Education Coordinator and Equestrian Program Coordinator in training support staff in curricular program goals, objectives, and instructional methods.
- Assists the Reservations Manager and Accounting Coordinator with processing accounts payable, RecPro program reservations, deposits, and other projects as needed or assigned.
- Handles cash and accepts other forms of payment for public programs, permits and facility use reservations.
- Works directly with volunteers supporting the District’s Programs.
- Assists the Acting Director, Grounds and Preserve Projects Manager, and Executive Advisor in the coordination of volunteer workdays, natural resource projects, and carbon credit site monitoring requirements.
- Supports Grounds and Preserve Projects maintenance activity assignments.
- Performs controlled burns, brush removal, seed collecting, and other natural area management tasks.
- Assists with basic animal care and upkeep including feeding and tank/cage cleaning.
- Provides 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 provides direct supervision and management of the Program’s Early Learning Program Specialist, Environmental Education Coordinator, Equestrian Program Instructor, Natural Beginnings Lead Instructors and Instructional Aides, seasonal staff, and Program support volunteers.

**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 or the environmental sciences field.
  - Knowledge of education principals and practices.
  - Prior experience working with preschool aged children preferred.
  - Prior experience with staff supervision preferred.
  - Experience in administration of an educational program 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 an education related degree or certification.
  - Master Naturalist, Certified Interpretive Guide, or other environmental certification preferred. May be actively pursuing a certificate in an environmentally related field.
  - Chain saw safety certification and herbicide applicators license.
  - Current First Aid/CPR 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

Revised: 11/30/2020  
Amended: 10/19/2021  
Amended: 11/15/2022  
Amended: 11/21/2023

**KENDALL COUNTY FOREST PRESERVE DISTRICT**

**JOB DESCRIPTION**

**CLASS TITLE:** Grounds and Natural Resources Division Manager

**WAGE CATEGORY:** FLSA Exempt

**REPORTS TO:** Kendall County Forest Preserve District Board of Commissioners

**EFFECTIVE DATE:** November 21, 2023

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**SUMMARY:**

Responsible for supervision and oversight of the Grounds and Natural Resources Division including, but not limited to, the maintenance and upkeep of the District's grounds, buildings and public use areas, and support of the District's natural areas restoration and management projects. This position assists in the development and implementation of natural resources, habitat, and preserve improvement projects for the District. This position provides supervision of full time, part-time, and seasonal grounds maintenance employees.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

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

- Supervises grounds and natural resources maintenance activity assignments, which includes:
  - Setting schedules for, and apportioning the work among grounds maintenance and custodial service employees within the grounds maintenance division.
  - Safely and effectively operates and maintains District equipment including, but not limited to, pick-up trucks, dump trucks, chain saws, and trimmers.
  - Coordinates setup for events, licensed use of District facilities, and volunteer work day functions;
  - Ensures facilities are clean prior to hosted functions.
  - Ensures work day equipment preparations completed prior to the start of restoration work days.
  - Locates and removes refuse from District property.
- Provides oversight and project management support for the District's construction contractors, grounds maintenance staff, and custodial services by setting the schedule for projects; monitoring all ongoing projects; creating project metrics and deliverables; and assessing the achievement of said project metrics and deliverables.
- Provides recommendations regarding the setting and adjusting of employees' rates of pay which recommendations are given particular weight by the final decision-maker.
- Appraises employees' productivity and efficiency for the purpose of recommending promotions or other changes in status, which recommendations are given particular weight by the final decision-maker;
- Handles employee and public complaints and grievances;
- Provides recommendations regarding the hiring, firing and discipline of staff, which recommendations are given significant weight by the final decision-maker;
- Communicates regularly, professionally and effectively with the Board of Commissioners, Executive Advisor, Acting Director, Public Programs and Special Projects Manager, support staff Grounds and Natural Resources Division Supervisor, District staff, and the general public.
- Performs duties that include office or non-manual work that support the to the management and general business operations of the District.
- Develops and maintains professional collaboration with other natural resource program coordinators and administrators, community organizations, and environmental educators both within and outside of Kendall County, Illinois.

- Oversees the preparation and maintenance of inventory, maintenance, and repair records for all of the District's equipment to ensure such records are accurate, complete, and properly preserved pursuant to District policies and procedures
- Maintains production and operations records for use in supervision and control of the District's repair, maintenance, and custodial services.
- Oversees the District's vehicle replacement program; monitors all ongoing projects; creates project metrics and deliverables; and assesses the achievement of project metrics and deliverables.
- Participates in emergency preparedness and response activities as assigned.
- Communicates District rules and regulations to the public.
- Assists in the implementation of all natural resources, habitat, and preserve improvement projects for the District by performing duties including, but not limited to the following:
  - Assist in the implementation of the District's prescribed burn program, brush removal, seed collecting and other natural area management tasks at District locations and preserves.
  - Secures supplies and equipment needed to complete natural resources and habitat improvement projects.
- Assists in the coordination and implementation the District's annual bow hunt program.
- Performs a variety of grounds maintenance, construction, and repair 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; repair any damage caused by erosion or other factors; and installation of 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.
- Customarily and regularly performs supervisory and management duties including, but not limited to the following:
  - Assists in the interviewing, selecting, and training of all grounds maintenance staff;
  - Assists with the development of employee performance evaluations;
  - Provides for the safety and security of the employees, volunteers, visitors, and District property;
  - Supervises trained and untrained volunteers participating in natural area management workdays.
- Coordinates setup for events, rental functions, and volunteer work days, ensuring facilities are clean with equipment preparations complete prior to the start of restoration work days.
- Maintains a safe and clean environment at all times and enforces all District safety rules and policies.
- Provides first aid or take other emergency measures when necessary as required with the general public, volunteers and staff following emergency protocols and procedures.
- Maintains regular attendance and punctuality.
- Performs other duties as assigned.

**SUPERVISORY RESPONSIBILITIES:**

- This position supervises Grounds Maintenance full-time and part-time staff, volunteers in the District's volunteer workdays, and staff assignments for ground maintenance projects.

**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 four years' experience with supervising grounds and/or building and amenity maintenance projects 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.
- Experience in leading and coordinating volunteer-based work days and natural resource projects.
- Knowledge of Microsoft Office programs including, but not limited to, Excel, Word and PowerPoint.
- Knowledge of office practices, principles of modern record keeping, and setup and prepare, create and organize files

**B. LANGUAGE SKILLS:**

- Ability to write 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 volunteer 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:**

- Certification in related trades preferred.
- Current CPR/First Aid certification or ability to obtain one within the first ninety (90) days of employment.
- A prescribed fire burn training certificate and S190 course completion or, in the alternative, successfully complete S190 coursework within the first ninety (90) days of employment.
- A valid Illinois Driver's License
- A valid Illinois Pesticide Applicator License or, in the alternative, obtain a valid Illinois Pesticide Operator's 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 be able to successfully operate all District tools and equipment required to perform assigned job duties.
- 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.
- Employee must be able to sit, kneel, stand and bend for extended periods of time.
- 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.

**WORK ENVIRONMENT:**

- 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 is required to provide own transportation to travel to and from meetings, training, conferences, and the various District preserves and locations.
- Employee will be required to operate a motor vehicle and other restoration work vehicles and equipment to perform assigned job duties.
- Employee is required to work regularly with children and the general public.

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

Kendall County Forest Preserve District

February 15, 2022

Amended: November 21, 2023

To: Kendall County Forest Preserve District Committee of the Whole  
 Cc: Jennifer Karales

From: David Guritz, Executive Director  
 Antoinette White, Grounds and NR Division Supervisor

RE: Proposed Amendment to the Sept. 07, 2021 Agreement for Disbursement of American Rescue Plan Act Funds

Date: 14-Nov-23

<b>ARPA (1914) Proposed Capital Project Expenditures</b>		
<b>Previously Completed Preserve Improvements</b>	<b>Projects for Completion by 11/30/2025</b>	<b>Estimated Cost</b>
Hoover - shelter roof	Hoover - well pump VFD replacement	\$ 8,760
Harris - picnic table paint	Hoover - well pump VFD upgrades	\$ 2,500
Millbrook South - kiosk built	Hoover - well replacement (Contractor estimate)	\$ 50,000
Lyon - kiosk built	Hoover - well house repairs (In-house)	\$ 10,000
Fox River Bluffs - welcome signage	Hoover sewer lining and repairs	\$ 90,000
Jay Woods - trail improvements	Hoover - shelters repairs and roof replacement (in house)	\$ 5,000
Richard Young - trail improvements	Hoover - shelter beam replacement X2 (Contractor)	\$ 24,000
Blackberry Creek - bridge plank repl.	Multiple - trail and information signs	\$ 5,000
Baker Woods - bridge plank repl.	Jay Woods - well pump repair	\$ 2,500
Harris - fence repairs	Harris - shelter paint	\$ 1,500
Little Rock Creek - trail improvements - bridge approach	Harris - sign replacements (treated wood 6" x 6")	\$ 500
Multi. preserves - grill installations	Harris - trail seal coat (Contractor estimate)	\$ 6,000
Richard Young / Lyon - trail signage	Harris - water drinking fountain repairs	\$ 2,000
Harris - preserve improvements - herbicide program supplies	Harris - bridge repairs	\$ 3,000
Subat - bathroom and kiosk repairs	Additional picnic, sign, and fence lumber repair supply purchase	\$ 2,000
Multiple preserves - prescription burn supplies	Additional shelter repairs (lumber supply purchases)	\$ 2,000
	Additional hardware supply purchases	\$ 500
	Jay Woods - shelter stain	\$ 350
	Little Rock Creek - stair repairs	\$ 4,000
		<b>\$ 215,260</b>

**ARPA Capital Project Funds Available (Est.): \$96,351.00**

16AM 21-23

**INTERGOVERNMENTAL AGREEMENT FOR DISBURSEMENT OF AMERICAN  
RESCUE PLAN ACT FUNDS**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter referred to as "IGA") is made and entered into on this 7 day of September, 2021 by and between the County of Kendall, Illinois ("County") and the Kendall County Forest Preserve District ("District"). For purposes of this IGA, the County and the District shall hereinafter collectively be referred to as "the Parties".

**RECITALS**

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois of 1970 and the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*) provide that units of local government may contract or otherwise associate among themselves to obtain or share services; to exercise, combine, or transfer any power or function in any manner not prohibited by law or by ordinance; and to use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

WHEREAS, the County and the District are units of local government within the meaning of Article VII, Section 1 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, earlier this year, the United States Department of Treasury ("Treasury") launched the Coronavirus State and Local Fiscal Recovery Funds ("Recovery Funds"), which was established by the American Rescue Plan Act of 2021 ("ARPA"), to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments; and

WHEREAS, the Treasury determined the County is an eligible local government that will be receiving approximately twenty-five million dollars (\$25,000,000) in Recovery Funds from the

United States Government in two tranches, with 50% provided beginning in May 2021 and the balance delivered approximately 12 months later; and

WHEREAS, the Treasury issued guidelines identifying the authorized use of Recovery Funds allocated to local governments under the ARPA (hereinafter referred to as the “Interim Final Rules”) and issued Frequently Asked Questions (“FAQs”) clarifying the Interim Final Rules; and

WHEREAS, pursuant to the Interim Final Rules, the County can use its allocated Recovery Funds for any one or more of the following authorized uses: (1) to respond to the public health emergency created by the COVID-19 pandemic (“pandemic”) or the pandemic’s negative economic impacts; (2) to provide premium pay to eligible workers performing essential work during the public health emergency; (3) to provide government services to the extent of the reduction in revenue due to the public health emergency; and (4) to make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, within the eligible use categories outlined above, the Interim Rule provides the County with flexibility to determine how best to use payments from the Recovery Funds to meet the needs of the County’s communities and population; and

WHEREAS, in response to Question 2.18 of the FAQs, the Treasury confirmed recipients can use Recovery Funds for the following purposes for outdoor spaces/parks: (1) to improve spaces in areas that have been disproportionately impacted by the pandemic; and (2) maintenance and upkeep issues because of the increased use parks saw during the pandemic.

WHEREAS, the District has been able to establish that its facilities and open spaces have seen increased use during the pandemic, which has resulted in increased maintenance and upkeep issues for the District; and

WHEREAS, the County, as the jurisdiction responsible for disbursement of its Recovery Funds, finds that providing a portion of its Recovery Funds to District pursuant to the terms of this IGA would address the District's increased maintenance and upkeep issues and also responds to the negative economic impact faced by the District as a result of the pandemic.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereby agree as follows:

**1. Recitals**

The recitals set forth above are incorporated in this IGA by reference and made a part of this IGA.

**2. County's Obligations**

In consideration for the District's execution of this IGA, the County agrees to the following:

- a. Pursuant to the terms and conditions set forth in this IGA, the County agrees to disburse a portion of its Recovery Funds to the District to assist the District with its increased maintenance and upkeep needs as a result of increased use of District preserves during the pandemic. Said amounts actually disbursed to the District shall hereinafter be referred to as "Grant funds".
- b. The disbursement of Grant funds to the District will be pursuant to the following schedule:
  - i. The County will disburse Grant funds in an amount not to exceed thirty thousand dollars (\$30,000.00) to be used by the District in Fiscal Year 2021 (December 1, 2020 to November 30, 2021). The County will disburse this

\$30,000 amount to the District as soon as possible but no later than November 30, 2021.

ii. The County will disburse Grant funds in an amount not to exceed three hundred thousand dollars (\$300,000.00) in total at various times during the District's Fiscal Years 2022 through 2024 (i.e., from December 1, 2021 to November 30, 2024). The parties understand and agree that the County will disburse these funds to the District, as needed by the District, during the relevant time period.

b. The total amount of Grant funds to be disbursed to the District during the term of this IGA shall not exceed a total of three hundred thirty thousand dollars (\$330,000.00).

**3. District's Obligations**

a. The District understands and agrees to use the Grant funds only for the following purpose: to address the District's increased maintenance and upkeep needs caused by increased use of its property during the pandemic. In accordance with ARPA, the District may only use the Grant funds to cover such costs incurred by the District from March 3, 2021 through December 31, 2024. The District must return any Grant funds not obligated by December 31, 2024, and any Grant funds not expended to cover those obligations by December 31, 2026.

b. If the District uses the Grant funds for any purpose other than those set forth in Paragraph 3(a) above (hereinafter referred to as an "Improper Purpose"), the District shall immediately reimburse the County the full amount of Grant funds received from the County.

- c. The District agrees to comply with the ARPA, the Interim Final Rule, and all interpretive guidance issued by the Treasury regarding Recovery Funds. The District also agrees to comply with all applicable requirements set forth in 2 C.F.R. 200 *et seq.* and all other applicable federal and state statutes, regulations, and executive orders.
- d. The District shall maintain all original records relating to its use of the Grant funds for a period of at least ten (10) years after the Grant funds are spent or the period of time required by other state or federal law, whichever is longer. The District agrees to comply with all recordkeeping requirements set forth in the Local Records Act.
- e. As a recipient of some of the County's Recovery Funds, the District understands and agrees that it must take any and all steps necessary to assist the County with the County's reporting requirements on the use of the District's Grant funds. Such steps will include, but are not limited to the following:
  - i. Every quarter, the District shall file a written report with the County that includes the following information: (a) the amount of Grant funds spent by the District that quarter; (b) sufficient detail describing how the Grant funds were used by the District during that quarter; and (c) include supporting documentation evidencing how the Grant funds were used by the District. The District agrees to provide any additional information requested by the County in this quarterly report as the County sees fit.

- ii. At any other time, the County, its auditor or legal counsel may request the District provide additional information and records relating to the District's use of the Grant funds. The District agrees to comply with such a request within ten (10) business days of receiving such a request and to otherwise work collaboratively with the County in order to ensure compliance with ARPA.
- f. The District agrees to (a) fully comply with all applicable requirements of the Illinois Prevailing Wage Act; (b) notify all contractors and subcontractors that the work performed using Grant funds shall be subject to the Illinois Prevailing Wage Act, and (c) include all notices required by statute and the Illinois Department of Labor in any contracts using Grant funds. In the event the District fails to comply with the notice requirements set forth in the Prevailing Wage Act, the District shall be solely responsible for any and all penalties, fines and liabilities incurred for the District's, contractors' and/or subcontractors' violations of the Prevailing Wage Act.
- g. If the District uses Grant funds to pay a contractor or subcontractor to perform work for the District, the District must ensure that such contracts include provisions incorporating all of the following:
  - i. The contractor/subcontractor agrees to comply with all applicable provisions of the ARPA, the Interim Final Rule, 2 C.F.R. 200 et seq. and all other applicable federal and state statutes, regulations, interpretive guidance, and executive orders.



- ii. The Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0.01 *et seq.*
- iii. The Substance Abuse Prevention on Public Works Act, 820 ILCS 265/1 *et seq.* and the Illinois Drug Free Workplace Act, 30 ILCS 580/1 *et seq.*
- iv. The Illinois Public Construction Bond Act, 30 ILCS 550/1 *et seq.*
- v. The Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, and all applicable rules and regulations.
- vi. The District shall ensure that the District and each contractor and/or subcontractor performing work using Grant funds shall obtain and continue in force during the performance of such work, all insurance necessary and appropriate and that each contractor and/or subcontractor contracted with to perform work shall name the County as an Additional Insured on a Primary and Non-Contributory basis with respect to all liability coverage, as well as a waiver of subrogation with respect to the general liability and workers' compensation in favor of the County. Further, the District shall require each contractor and/or subcontractor to provide indemnification and hold harmless guarantees to the County during the work.
- vii. In any project using Grant funds, the District shall comply with all competitive bidding and selection requirements pursuant to applicable state and federal laws. The District shall obtain certifications from all contractors and subcontractors who perform work on such projects, which certify the

contractors and subcontractors are not barred from performing the work as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (bid rigging or bid rotating) or as a result of a violation of 820 ILCS 130/1 *et seq.* (the Illinois Prevailing Wage Act).

- h. The District agrees that the maintenance of any work constructed in whole or in part with Grant funds shall be the sole responsibility of the District, and the District alone. Further, the District shall be responsible for any future repair or replacement deemed necessary for said work. Nothing in this IGA shall be construed as to create a duty or responsibility on behalf of County to finance, maintain, repair, replace, or otherwise control the resulting work.

#### **4. Assignment**

This IGA and the rights of the Parties hereunder may not be assigned (except by operation of law), and the terms and conditions of this IGA shall inure to the benefit of and be binding upon the respective successors and assigns of the parties hereto. Nothing in this IGA, express or implied, is intended to confer upon any party, other than the parties and their respective successors and assigns, any rights, remedies, obligations or liabilities under or by reason of such agreements.

#### **5. Non-appropriation**

The sole source of the Grant funds shall be from the County's received Recovery Funds. The County shall not be obligated to fund the Grant funds from any other source. If the County does not receive sufficient Recovery Funds to satisfy all or part of the County's obligations under this IGA, the County's obligation to provide the Grant funds to the District shall be suspended unless and until such Recovery Funds are received by the County. Also, the District understands and agrees the County's disbursement of Grant funds to the District, as set forth in this IGA, is

contingent on the Kendall County Board's appropriation and disbursement of those funds. The District understands and agrees that the sole and exclusive decision as to whether or not to disburse Recovery Funds to the District lies within the discretion of the Kendall County Board.

**6. Remedies**

- a. The County, by disbursing Grant funds to the District, does not guarantee to the District that the District's intended use of the funds complies with the requirements of ARPA. By signing this IGA, the District affirms that its use of the Grant funds qualifies for funding under ARPA. The County reserves the right to demand immediate repayment from the District of any Grant funds the County determines, in its sole discretion, were used for a purpose that does not meet the criteria of ARPA or Treasury guidelines associated with disbursement of funds under ARPA.
- b. If the District's records are needed to justify an expense to the Treasury or any other office, official, or department which is responsible for auditing disbursements of ARPA funds, failure by the District to provide these records, for any reason including the prior destruction of these records, shall constitute a material breach of this IGA. The sole and exclusive remedy for such a material breach is that the District shall be responsible for repayment of any funds the Treasury or other appropriate office, official, or department finds were improperly used, unsupported, or unverified. Additionally, the District agrees to indemnify the County or make the County whole for any penalty assessed against the County based upon the District's failure to retain or provide records.

- c. Any other breach of this IGA may, at the sole discretion of the County, result in immediate termination of the IGA and/or further disbursement of Recovery Funds to the District.

**7. Indemnity**

The parties agree that where the County relied upon the certification of the District that such expenses for which the District sought Recovery funds met the minimum requirements of ARPA, and where the Treasury, or any other person, official, or department which is charged with the auditing and review of expenditures of Recovery Funds determines that the use of such funds was not permitted under ARPA, the District agrees to indemnify, reimburse and make whole the County for any funds which the United States Government or its agencies seeks to recoup or collect, either by litigation, or by withholding other federal funds owed to the County.

The District further agrees to indemnify, reimburse, or make whole the County for any penalties associated with the United States Government seeking to recoup the expended Grant funds including interest and/or any other penalty provided by law.

The District agrees to hold County harmless for any evaluation or advice which the County provided to the District as to whether the District's use of the funds is a permissible use under ARPA.

**8. Notice**

All notices required or permitted in this IGA shall be in writing and shall be given by either (a) depositing the same in the United States mail, addressed to the party to be notified, postage prepaid and certified with the return receipt requested, (b) delivering the same in person, or (c) via email with electronic confirmation of receipt.

*If to the County:*        Kendall County Administrator  
   111 W. Fox Street

Yorkville, Illinois 60560  
[skoepfel@co.kendall.il.us](mailto:skoepfel@co.kendall.il.us)

With copy to:  
Kendall County State's Attorney  
807 John Street  
Yorkville, Illinois 60560

*If to the Grantee:* Executive Director  
Kendall County Forest Preserve District  
110 W. Madison Street  
Yorkville, Illinois 60560  
[dguritz@co.kendall.il.us](mailto:dguritz@co.kendall.il.us)

or such address or counsel as any party hereto shall specify in writing pursuant to this Section from time to time. Delivery of notice shall be deemed to have occurred upon the date of receipt of the notice.

**9. Venue and Severability**

This IGA shall be interpreted and enforced under the laws of the State of Illinois. Any legal proceeding related to enforcement of this IGA shall be brought in the Circuit Court of Kendall County, Illinois.

In case any provision of this IGA shall be declared and/or found invalid, illegal or unenforceable by a court of competent jurisdiction, such provision shall, to the extent possible, be modified by the court in such manner as to be valid, legal and enforceable so as to most nearly retain the intent of the parties, and, if such modification is not possible, such provision shall be severed from this IGA, and in either case the validity, legality, and enforceability of the remaining provisions of this IGA shall not in any way be affected or impaired thereby.

**10. Execution of IGA**

This IGA may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same IGA.

**11. Entire Agreement**

This IGA represents the entire agreement between the parties regarding this subject matter, and there are no other promises or conditions in any other agreement whether oral or written.

Except as expressly stated herein, this IGA supersedes any other prior written or oral agreements between the parties regarding this subject matter and may not be further modified except in writing acknowledged by both parties.

**12. Relationship of the Parties**

Nothing contained in this IGA, nor any act of the County or the District pursuant to this IGA, shall be deemed or construed by any of the parties hereto or by third persons, to create any relationship of third party beneficiary, principal, agent, limited or general partnership, joint venture, or any association or relationship involving the County and the District. The District understands and agrees that the District is solely responsible for paying all wages, benefits and any other compensation due and owing to the District's officers, employees, and agents for the performance of any services as set forth in the IGA.

**13. Termination**

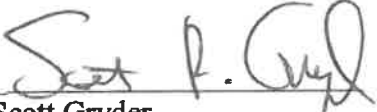
This IGA shall be in full force and effect upon signature by both parties and will terminate once the District has spent all the Grant funds it has received from the County. However, the District's record-keeping obligation and its duty to defend and indemnify shall survive the term of this IGA.

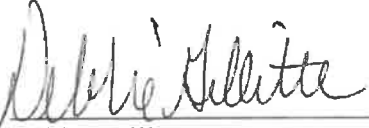
**14. Authority**

The County and the District each hereby warrant and represent that their respective signatures set forth below have been, and are on the date of this IGA, duly authorized by all necessary and appropriate corporate and/or governmental action to execute this IGA.

**IN WITNESS WHEREOF**, the parties hereto have executed this IGA, using duplicate counterparts, on the dates listed below.


**KENDALL COUNTY, ILLINOIS**


  
\_\_\_\_\_  
Scott Gryder  
Chairman, Kendall County Board

Attest:   
\_\_\_\_\_  
Debbie Gillette  
Kendall County Clerk

Date: 9/7/21

**KENDALL COUNTY FOREST PRESERVE DISTRICT**

  
\_\_\_\_\_  
Judy Gilmour  
President, Kendall County Forest Preserve District  
Board of Commissioners

Attest:   
\_\_\_\_\_  
Elizabeth Flowers  
Secretary, Kendall County Forest Preserve  
District

Date: 9/7/21