

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
AGENDA**

**TUESDAY, NOVEMBER 21, 2017  
9:00 A.M.**

**KENDALL COUNTY BOARD ROOM**

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Roll Call
- V. Approval of Agenda
- VI. Citizens to be Heard
- VII. Approval of Claims for an Amount Not-to-Exceed \$159,884.85
- VIII. Approval of Minutes
  - Kendall County Forest Preserve District Commission Meeting of November 7, 2017
  - Kendall County Forest Preserve District Committee of the Whole Meeting of November 15, 2017

**OLD BUSINESS**

- No agenda items scheduled.

**NEW BUSINESS**

- IX. Motion to Approve the Transfer of District Operating Funds to Kendall County for Payment of the Insurance Premium Assessed in FY16 in the Amount of \$40,979.66
- X. Ordinance #11-17-01 Approval of the General Fund Tax Levy Ordinance of the Kendall County Forest Preserve District for the Fiscal Year Beginning December 1, 2017 and Ending November 30, 2018 in an Amount Not-to-Exceed \$576,247.00
- XI. Ordinance # 11-17-02 Approval of the Combined Annual Budget and Appropriation Ordinance Setting Forth the Annual Budget of the Kendall County Forest Preserve District for the Fiscal Year Beginning December 1, 2017 and Ending November 30, 2018 in an Amount Not-to-Exceed \$7,410,121.00
- XII. Motion to Approve the Ellis House and Equestrian Center Part Time Caretaker Position Description
- XIII. Motion to Approve the Appointment of Shannon Prette to the Position of Ellis House and Equestrian Center Caretaker Effective December 1, 2017, Including Approval of a 1-Year Lease Agreement for the Ellis House Studio Apartment, with a Monthly Lease Payment of \$346.67 plus a \$250.00 Security Deposit Payable in Installments through November 30, 2018
- XIV. Motion to Approve the Pickerill-Pigott Forest Preserve Resident and Grounds Maintenance Worker Position Description, Including Commission Direction to Conduct a Search, and Present Hiring Recommendations for Commission Approval with the Lease Agreement Terms
- XV. Motion to Approve the Environmental Education Program Manager Position Description
- XVI. Motion to Approve the Promotion of Emily Dombrowski to the Position of Environmental Education Program Manager Effective December 1, 2017, Including a Headcount Reduction of One Part Time Environmental Education Program Coordinator Position, and One Part Time Office Assistant Position, with an Assigned Annualized Salary of \$28,691.59
- XVII. Motion to Approve the Kendall County Forest Preserve District Employee Salary Schedule for December 1, 2017 through November 30, 2018, which Includes an Aggregate Sum for Scheduled Increases for a Total Amount Not-to-Exceed \$18,463.00

Kendall County Board Room - 111 W. Fox Street - 2<sup>nd</sup> Floor - 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.

- XVIII. Motion to Terminate the Hoover Grounds Supervisor Lease Agreement with Jay Teckenbrock Effective through December 8, 2017 on November 30, 2017, including the Waiving of the Thirty (30) Day Notice Requirement Pursuant to Section 3.3 of the Lease Agreement
- XIX. Motion to Approve the Kendall County Forest Preserve District Hoover Grounds Supervisor and Resident Lease Agreement with Jay Teckenbrock of Yorkville, Illinois, Including a \$250.00 Monthly Rent Payment for Use of the Hoover Residence Effective December 1, 2017 through November 30, 2018
- XX. Motion to Approve a District Policy on Conditions and Limitations on the Administration of Prescription and Non-Prescription Medications, Including an Allowance for Trained District Staff Members to Administer Epinephrine by Auto-Injection in Response to Life-Threatening Emergencies in Accordance with (410 ILCS 27/) Epinephrine Auto-Injector Act
- XXI. Motion to Approve a Lesson Horse Lease Agreement with Grace Klein of Sublette, Illinois, Including a 30-day Trail Period, Commencing on or around December 6, 2017
- XXII. Motion to Approve Fees and Charges for the District's Winter 17-18 Public Program Offerings
- XXIII. Motion to Approve the Kendall County Forest Preserve District Commission and Committee Meeting Schedule for CY 2018
- XXIV. Executive Session
- XXV. Other Items of Business
- XXVI. Citizens to be Heard
- XXVII. Adjournment

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