

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
MEETING AGENDA**

**TUESDAY, NOVEMBER 18, 2025**

**9:00 AM**

**KENDALL COUNTY HISTORIC COURTHOUSE – THIRD FLOOR COURTROOM**

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. 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
- V. Approval of Agenda
- VI. Public Comments
- VII. <sup>(1)</sup> **CONSENT AGENDA**
  - A. Approval of Minutes
    - Kendall County Forest Preserve District Committee of the Whole Meeting of October 14, 2025
    - Kendall County Forest Preserve District Commission Meeting of October 21, 2025
    - Kendall County Forest Preserve District Public Hearing of October 21, 2025
  - B. <sup>(1)</sup> **MOTION:** Approval of Claims in the Amount of \$351,415.35 (Claims List 103125F) and \$10,932.06 (Claims List 111525F).
  - C. **MOTION:** Approval of Ordinance #25-11-001 Amending the FY25 Budget; Including an Increase Not-to-Exceed \$7,380.00 to Fund 1908 in Expenditures for Completion of an Erosion Control Wing Walls to the Fox River Bluffs – Hoover Trail Connection Bridge
  - D. **MOTION:** Approval of the General Fund Tax Levy Ordinance #25-11-002 (Fund 1900) for the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2025 through November 30, 2026 in the amount of \$842,245.00
  - E. **MOTION:** Approval of the Combined Annual Budget and Appropriations Ordinance #25-11-003 Setting Forth the Annual Budget of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2025 through November 30, 2026 for an Amount Not-to-Exceed \$8,948,654.00
  - F. **MOTION:** Approval of the FY26 Salaries and Benefits Schedule for the Kendall County Forest Preserve District from December 1, 2025 through November 30, 2026, Including an Aggregate Sum for Scheduled Increases in the Amount of \$66,046.94
  - G. **MOTION:** Approval of the FY26 Kendall County Forest Preserve District Organizational Chart
  - H. **MOTION:** Approval of the Renewal of a 1-Year Lease Agreement with Shannon Prette, Ellis Resident and Caretaker for Use of the Ellis House Studio Apartment Effective December 1, 2025 through November 30, 2026 for a \$400.00 Monthly Rent Payment  
**MOTION:** Approval of the Annual Renewal of IPMG/ICRMT Insurance and Workman’s Compensation for FY26 in the  
I. Amount of \$92,567.00  
**MOTION:** Approval of Ordinance #25-22-004 the Renewal of the 1-Year License Agreement with Sunrise Center North Therapeutic Riding, Inc. of Channahon, IL with the Monthly Rent Payment of \$1,000.00
  - J. **MOTION:** Approval of a Severance Agreement and Waiver and Release of Claims between the Kendall County Forest Preserve District and David Guritz in an Amount Not-to-Exceed \$22,233.60, Less Applicable Payroll Withholdings
  - K. **MOTION:** Approval of an Employment Agreement between the Kendall County Forest Preserve District and Antoinette White Effective December 1, 2025, through November 30, 2028, for Executive Director services, with an Initial Starting Base Salary Not-to-Exceed \$100,000 per Fiscal Year, Less Applicable Payroll Withholdings and Subsequent Pay Increases Pursuant to the Terms of the Employment Agreement
- VIII. **OLD BUSINESS**

*No items posted for consideration.*
- IX. **NEW BUSINESS**

*No items posted for consideration.*
- X. Committee Chairman Reports: Seth Wormley (Finance) and Dan Koukol (Operations)
- XI. Public Comments

XII. Executive Session

XIII. **OTHER ITEMS OF BUSINESS**

*Cancellation of the Kendall County Forest Preserve Commission Meeting on December 2<sup>nd</sup>, 2025 at 6:00 PM at the Historic Court House, 110 W. Madison Street, Yorkville, IL 60560*

XIV. Adjournment

*(1) Requires affirmative vote of the majority of those elected (6) for passage (KCFPD Rules of Order Section I.G.3.b.v.a)*

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
COMMITTEE of the WHOLE MEETING MINUTES**

**OCTOBER 14, 2025**

**I. Call to Order**

President DeBolt called the meeting to order at 4:32 pm in the Kendall County Historic Courthouse – 3<sup>rd</sup> floor courtroom.

**II. Roll Call**

	Bachmann	X	Koukol
X	DeBolt	X	Peterson
	Flowers	X	Rodriguez
X	Gengler		Shanley
	Kellogg	X	Wormley

Roll call: Commissioners Gengler, Koukol, Peterson, Rodriguez, Wormley and DeBolt were all present.

**III. Approval of Agenda**

Commissioner Peterson made a motion to approve the meeting agenda as presented. Seconded by Commissioner Wormley. Aye, all. Opposed, none.

**IV. Public Comments**

No public comments were offered by those in attendance.

**V. Leadership Team Report**

Acting Executive Director White provided an overview of the District’s leadership team report.

**VI. Motion to Forward Claims to Commission**

Commissioner Peterson made a motion to forward claims to Commission for approval. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

**VII. Review of Preliminary Financial Statements through September 30, 2025**

Acting Executive Director presented an overview of the preliminary financial statements through September 30, 2025.

**VIII. OLD BUSINESS**

*No items for consideration*

**IX. NEW BUSINESS**

**a) MOTION: Approval to Forward the KCFPD Proposed Regular Meeting and Holiday Calendar CY2026**

Commissioner Peterson made a motion to forward the KCFPD Proposed Regular Meeting and Holiday Calendar to Commission for Approval. Seconded by Commissioner Rodriguez. Aye all. Opposed, none.

**b) MOTION: Approval to Forward the Sunrise North License Agreement to Commission for Approval**

Commissioner Koukol made a motion to forward the Sunrise North to Commission for Approval. Seconded by Commissioner Rodriguez. Aye all. Opposed, none.

**c) MOTION: Approval to Forward a Revised Updated Position Description for Executive Director**

Commissioner Koukol made a motion to forward a Revised Updated Position Description for Executive Director to Commission for Approval. Seconded by Commissioner Peterson. Aye all. Opposed, none.

**d) MOTION: Approval to Forward a Position Description for an Executive Assistant**

Commissioner Koukol made a motion to forward a Position Description for and Executive Assistant to Commission for Approval. Seconded by Commissioner Gengler. Aye all. Opposed, none.

**e) MOTION: Approval to Forward the Revision of the KCFPD Employee Handbook – Chapter 7 – Section 4: Overtime**

Commissioner Peterson made a motion to forward the Revision of the KCFPD Employee Handbook – Chapter 7 – Section 4: Overtime to Commission for Approval. Seconded by Commissioner Koukol. Aye all. Opposed, none.

**f) DISCUSSION: Review of Contractual Costs for ALPR Cameras**

Commissioner Peterson made a motion to forward the costs for the ALPR Cameras to Commission for Approval. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

**g) DISCUSSION: Donation of Parcel 02-02-383-013 by Wyndham Deerpoint Homes to the Kendall County Forest Preserve District**

Commissioners provided direction to find out the donation value.

**h) MOTION: Approval to Forward the Fox River Waterfowl – Van Cleves Island – IDNR Liability and Assumption of Risk Agreement**

DRAFT FOR COMMISSION APPROVAL: 11-18-25

Commissioners discussed having the Agreement updated yearly. Commissioner Gengler made a motion to forward the Fox River Waterfowl – Van Cleves Island – IDNR Liability and Assumption of Risk Agreement to Commission for Approval. Seconded by Commissioner Wormley. Aye all. Opposed, none.

**X. Other Items of Business**

**a) Notice of Public Hearing: Truth in Taxation October 21, 2025, 9am at the Kendall County Historic Court House – Third Floor Courtroom, Yorkville, IL 60560**

**XI. Public Comments**

No public comments were offered by citizens in attendance.

**XII. Executive Session**

None.

**XIII. Summary of Action Items**

Acting Executive Director White provided a summary of action items to be presented to Commission for approval.

**XIV. Adjournment**

Commissioner Peterson made a motion to adjourn. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none. Meeting adjourned at 5:04 pm.

Respectfully submitted,

Antoinette White

Acting Executive Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
COMMISSION MEETING MINUTES  
OCTOBER 21, 2025**

**I. Call to Order**

President DeBolt called the meeting to order at 10:13 am in the Kendall County Historic Courthouse – 3<sup>rd</sup> floor courtroom.

**II. Pledge of Allegiance**

The Pledge of Allegiance was recited at the start of the Kendall County Board Meeting.

**III. Invocation**

An invocation was offered at the start of the Kendall County Board Meeting.

**IV. Roll Call**

	Bachmann	X	Koukol
X	DeBolt	X	Peterson
	Flowers	X	Rodriguez
X	Gengler		Shanley
X	Kellogg	X	Wormley

Roll call: Commissioners Gengler, Kellogg, Koukol, Peterson, Rodriguez, Wormley, and President DeBolt were all present.

**V. Approval of Agenda**

Commissioner Peterson made a motion to approve the agenda as presented. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

**VI. Public Comment**

No public comments were offered from citizens in attendance.

**VII. CONSENT AGENDA**

**A. Approval of Minutes**

- Kendall County Forest Preserve Finance Committee Meeting of September 25, 2025
- Kendall County Forest Preserve District Commission Meeting of October 7, 2025

**B. MOTION: Approval of Claims in the Amount of \$140,232.03**

**C. MOTION: Approval of the KCFPD Regular Meeting and Holiday Calendar CY2026**

**D. MOTION: Approval of the Revised Position Description for Executive Director**

**E. MOTION: Approval of the Position Description for Executive Assistant**

**F. MOTION: Approval of an Amendment to the KCFPD Employee Handbook – Chapter 7 – Section 4: Overtime**

**G. MOTION: Approval of the Fox River Waterfowl – Van Cleves Island – IDNR Liability and Assumption of Risk Agreement**

DRAFT FOR COMMISSION APPROVAL: 11-18-2025

- H. MOTION: Approval of a One (1) Year Contract with Flock Group, Inc. of Atlanta, Georgia for a Yearly Fee of \$4000.00 for a Flock Safety Solar Video Camera; Plus a One (1) Time Installation fee of \$300.00, for a Total First Year Contract Cost of \$4,300.00

President DeBolt recited the items posted to the Consent Agenda.

Commissioner Peterson made a motion to approve the Consent Agenda as presented. Seconded by Commissioner Rodriguez.

Motion: Commissioner Peterson					
Second: Commissioner Rodriguez					
<b>Roll call: Consent Agenda</b>					
<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>
Bachmann			Koukol	X	
DeBolt	X		Peterson	X	
Flowers			Rodriguez	X	
Gengler	X		Shanley		
Kellogg	X		Wormley	X	
Motion unanimously approved.					

Roll call: Commissioners Gengler, Kellogg, Koukol, Peterson, Rodriguez, Wormley, and President DeBolt aye. Opposed, none. Motion unanimously approved.

### VIII. OLD BUSINESS

No items were posted for consideration.

### IX. NEW BUSINESS

No items were posted for consideration.

### X. **Committee Chairman Reports: Commissioners Wormley (Finance) and Koukol (Operations)**

Finance Chair Wormley reported that the next Finance Committee meeting is scheduled for October 30, 2025 at 4:00 pm. He reported that the District is on schedule for FY26 Budget Approval on November 18, 2025.

Operations Chair Koukol reported that the next Operations Committee meeting is scheduled for November 5, 2025 at 5:30 pm. He reported that all Forest Preserves are doing well and requested an update on the Flock Cameras once installed and up and running.

### XI. **Public Comments**

No public in attendance offered comment.

DRAFT FOR COMMISSION APPROVAL: 11-18-2025

**XII. Executive Session**

None

**XIII. Other Items of Business**

*No items posted for consideration.*

**XIV. Adjournment**

Commissioner Gengler made a motion to adjourn. Seconded by Commissioner Peterson. Aye, all. Opposed, none. Meeting adjourned at 10:21 am.

Respectfully submitted,

Antoinette White

Acting Executive Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
PUBLIC HEARING - PROPOSED TAX INCREASE FOR THE  
KENDALL COUNTY FOREST PRESERVE DISTRICT,  
KENDALL COUNTY, ILLINOIS  
  
OCTOBER 21, 2025**

**I. Call to Order**

The meeting was called to order at 10:09 am in the Kendall County Historic Courthouse – 3<sup>rd</sup> floor courtroom.

**II. Roll Call**

	Bachmann	X	Koukol
X	DeBolt	X	Peterson
	Flowers	X	Rodriguez
X	Gengler		Shanley
X	Kellogg	X	Wormley

Commissioners Gengler, Kellogg, Koukol, Peterson, and Rodriguez, Wormley, and DeBolt were all present.

**III. Approval of Agenda**

Commissioner Peterson made a motion to approve the meeting agenda as presented. Seconded by Commissioner Wormley. Aye, all. Opposed, none.

**IV. Public Comments**

No public comment was offered by those in attendance.

**V. Review of Truth in Taxation Public Notice**

Acting Executive Director White gave a presentation reviewing the FY25-26 proposed tax levies.

**VI. Presentation of FY 25-26 Proposed Tax Levies**

**A) Proposed General Fund (Fund 1900) Levy for FY 25-26**

a) Fund 1900: \$842,245.00

**B) Debt Service Funds (Funds 1903 and 1915) Levy Amounts for FY 25-26**

a) Fund 1900: \$6,624,800.00

b) Fund 1915: \$84,544.00

**C) FY 25-26 Combined Levies Total: \$7,551,589.00**

**VII. Public Comments**

No public comment was offered by those in attendance.

**VIII. Adjournment**

Commissioner Koukol made a motion to adjourn. Seconded by Commissioner Peterson.  
Aye, all. Opposed, none. Meeting adjourned at 10:13 am.

Respectfully submitted,

Antoinette White  
Acting Executive Director, Kendall County Forest Preserve District

# Claims Listing

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Barn	4762	WATCH COMMUNICATIONS	1405336103125	Ellis Internet Services	19001161 62270	Utilities	\$113.89
	2047	COMED	2346189000103125	ComEd Ellis House	19001161 62270	Utilities	\$576.28
			5			<b>Sub-Total</b>	<b>\$690.17</b>
	1323	MENARDS	34033	Wall hydrant, lightbulb, teflon	19001161 68580	Grounds and	\$58.99
	124	BARRETT'S SOFT WATER COMPANY	0010381103125	Ellis Water Delivery	19001161 68580	Grounds and Maintenance	\$66.87
					<b>Sub-Total</b>	<b>\$125.86</b>	
					<b>Ellis Barn</b>	<b>Total</b>	<b>\$816.03</b>
Ellis Grounds	1323	MENARDS	33900	Reflective tape, padlock,	19001162 68580	Grounds and	\$28.96
	3380	AMAZON CAPITAL SERVICES	1MD4-6PY1-PNF9	Oil change Reminder Stickers	19001162 68580	Grounds and Maintenance	\$5.99
						<b>Sub-Total</b>	<b>\$34.95</b>
					<b>Ellis Grounds</b>	<b>Total</b>	<b>\$34.95</b>
Environ. Educ. Laws of Nature	3380	AMAZON CAPITAL SERVICES	1364-LHHJ-DWWL	Plastic Knitting needles, dough	19001180 63030	Program Supplies	\$62.08
						<b>Sub-Total</b>	<b>\$62.08</b>
					<b>Environ. Educ. Laws of</b>	<b>Total</b>	<b>\$62.08</b>
Environ. Educ. Other Pblc Prg	1557	POSSIBILITY PLACE NURSERY	14508	White Oaks	19001179 63030	Program Supplies	\$300.00
						<b>Sub-Total</b>	<b>\$300.00</b>
					<b>Environ. Educ. Other</b>	<b>Total</b>	<b>\$300.00</b>
Forest Preserve Director	3380	AMAZON CAPITAL SERVICES	1LDK-VDND-VHC7	Binder dividers, computer monitor	190011 62000	Office Supplies	\$101.57

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
	3380	AMAZON CAPITAL SERVICES	1364-LHHJ-DWWL	Office Chairs	190011 62000	Office Supplies	\$132.38
						<b>Sub-Total</b>	<b>\$233.95</b>
	2062	VORTEX	7231	Calibration of flow monitors,	190011 62150	Contractual	\$600.00
						<b>Sub-Total</b>	<b>\$600.00</b>
	2047	COMED	101787900010312	ComEd Baker Woods	190011 63510	Electric	\$26.71
	67	AMEREN ILLINOIS	278644400610312	Millbrook S Electric	190011 63510	Electric	\$38.62
						<b>Sub-Total</b>	<b>\$65.33</b>
	5421	OBSIDIAN ASPHALT PAVING INC	#1323-1	Paving-FRB-Hoover Trail Pay App 1	190811 70330	Construction	\$335,444.40
						<b>Sub-Total</b>	<b>\$335,444.40</b>
	1827	UPLAND DESIGN LTD	24-1323-08	FRB-Hoover Trail Services	190811 70650	Professional	\$7,895.60
						<b>Sub-Total</b>	<b>\$7,895.60</b>
					<b>Forest Preserve Director</b>	<b>Total</b>	<b>\$344,239.28</b>
	1323	MENARDS	34755	Paint Supplies	19001183 62160	Equipment	\$74.53
						<b>Sub-Total</b>	<b>\$74.53</b>
	678	GRAINCO FS, INC.	B0000432077	Unleaded Gasoline for	19001183 62180	Gasoline / Fuel /	\$399.42
	678	GRAINCO FS, INC.	B0000432078	Diesel Fuel for Hoover	19001183 62180	Gasoline / Fuel /	\$1,325.01
						<b>Sub-Total</b>	<b>\$1,724.43</b>
	899997	OTP SEC DEP REFUND	461	Shelter Reservation Refund	19001183 63040	Security Deposit	\$65.00
						<b>Sub-Total</b>	<b>\$65.00</b>
	1655	SERVICE SANITATION, INC	50-493234103125	Portable Restroom Services	19001183 63070	Refuse Pickup	\$472.92
						<b>Sub-Total</b>	<b>\$472.92</b>

**Grounds and Natural Resources**

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
	1452	NICOR	85-66-26-10121103125	Nicor Millbrook S	19001183 63090	Natural Gas	\$154.10
	1452	NICOR	87946110001103125	Nicor Harris	19001183 63090	Natural Gas	\$91.13
						<b>Sub-Total</b>	<b>\$245.23</b>
	1323	MENARDS	34780	Softener Salt	19001183 63110	Shop Supplies	\$27.96
						<b>Sub-Total</b>	<b>\$27.96</b>
	3837	T-MOBILE	982008249103125	Cell and Internet Services	19001183 63540	Telephones	\$289.40
	1849	VERIZON	6126381105	Cell and Internet Services	19001183 63540	Telephones	\$220.37
						<b>Sub-Total</b>	<b>\$509.77</b>
	1557	POSSIBILITY PLACE NURSERY	14508	Burr Oak	19001183 68530	Preserve Improvements	\$35.00
						<b>Sub-Total</b>	<b>\$35.00</b>
					<b>Grounds and Natural</b>	<b>Total</b>	<b>\$3,154.84</b>
	899997	OTP SEC DEP REFUND	392	Blazing Star Sec Dep Refund	19001171 63040	Security Deposit	\$100.00
	899997	OTP SEC DEP REFUND	24-00366	MHL, bunkhouse sec dep	19001171 63040	Security Deposit	\$600.00
						<b>Sub-Total</b>	<b>\$700.00</b>
	1452	NICOR	23336698291103125	Nicor Rookery	19001171 63090	Natural Gas	\$58.38
	1452	NICOR	24614203628103125	Nicor Blazing Star	19001171 63090	Natural Gas	\$56.13
	1452	NICOR	50980197128103125	Nicor Meadowhawk Lodge	19001171 63090	Natural Gas	\$59.42
	1452	NICOR	30831034894103125	Nicor Kingfisher	19001171 63090	Natural Gas	\$58.37
	1452	NICOR	88551401149103125	Nicor Hoover Maintenance	19001171 63090	Natural Gas	\$57.68
	1452	NICOR	72389374124103125	Nicor Hoover Residence	19001171 63090	Natural Gas	\$32.18

Hoover

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
	1452	NICOR	282352997331031 25	Nicor Moonseed	19001171 63090	Natural Gas	\$59.60
	1452	NICOR	228270830271031 25	Nicor Hoover Shop	19001171 63090	Natural Gas	\$58.37
						<b>Sub-Total</b>	<b>\$440.13</b>
	2047	COMED	050797000103125	ComEd Hoover Bathroom	19001171 63100	Electric	\$128.21
	2047	COMED	047403800010312 5	ComEd Hoover Multiple	19001171 63100	Electric	\$1,012.20
	2047	COMED	983783122210312 5	ComEd Hoover Residence	19001171 63100	Electric	\$132.03
						<b>Sub-Total</b>	<b>\$1,272.44</b>
	1323	MENARDS	33621	Wasp killer, reflective vests,	19001171 66500	Miscellaneous	\$46.49
	4934	THE CURTIS RENTAL GROUP INC	13194	Projector Screen	19001171 66500	Miscellaneous Expense	\$25.00
						<b>Sub-Total</b>	<b>\$71.49</b>
	1323	MENARDS	33555	Striping paint, stakes	19001171 68580	Grounds and	\$45.92
						<b>Sub-Total</b>	<b>\$45.92</b>
					<b>Hoover</b>	<b>Total</b>	<b>\$2,529.98</b>
<b>Pickerill - Pigott</b>	4631	GRNE NELNET HOLDCO 2023 LLC	CI-000506795	Pickerill Solar	19001184 63100	Electric	\$278.18
						<b>Sub-Total</b>	<b>\$278.18</b>
					<b>Pickerill - Pigott</b>	<b>Total</b>	<b>\$278.18</b>
						<b>Grand Total</b>	<b>\$351,415.34</b>

# Claims Listing

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Grounds	1323	MENARDS	34914	Cleaning supplies, antifreeze	19001162	68580	\$39.83
	1323	MENARDS	35197	Wipes and soap	19001162	68580	\$9.47
	1820	UNIQUE PRODUCTS & SERVICE CORP	489606	Trash liners-Ellis	19001162	68580	\$87.78
						<b>Sub-Total</b>	<b>\$137.08</b>
					<b>Ellis Grounds</b>	<b>Total</b>	<b>\$137.08</b>
Ellis House	541	FIRST NATIONAL BANK OF OMAHA	Vick 11/03/2025	Printer Ink	19001160	62000	\$23.99
						<b>Sub-Total</b>	<b>\$23.99</b>
					<b>Ellis House</b>	<b>Total</b>	<b>\$23.99</b>
Ellis Riding Lessons	541	FIRST NATIONAL BANK OF OMAHA	Vick 11/03/2025	Rx for horses	19001164	63000	\$193.26
	541	FIRST NATIONAL BANK OF OMAHA	Guritz 11/03/2025	Animal Care Supplies	19001164	63000	\$1,114.13
						<b>Sub-Total</b>	<b>\$1,307.39</b>
	899995	OTP EMPLOYEE REIMB	111525	Reimbursement for Sick Cat Vet Visit	19001164	63020	\$383.19
						<b>Sub-Total</b>	<b>\$383.19</b>
					<b>Ellis Riding Lessons</b>	<b>Total</b>	<b>\$1,690.58</b>
Ellis Weddings	3131	GROOT INC	15382992T102	Waste and Recycling	19001168	63070	\$112.59
						<b>Sub-Total</b>	<b>\$112.59</b>
					<b>Ellis Weddings</b>	<b>Total</b>	<b>\$112.59</b>
Environ. Educ. Laws of Nature	541	FIRST NATIONAL BANK OF OMAHA	Guritz 11/03/2025	Gift Card for Pet Care Supply Purchases	19001180	63030	\$50.00
						<b>Sub-Total</b>	<b>\$50.00</b>
					<b>Environ. Educ. Laws of</b>	<b>Total</b>	<b>\$50.00</b>
Environ. Educ. Other							

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Pblc Prg	541	FIRST NATIONAL BANK OF OMAHA	Guritz 11/03/2025	Entice Workshop Snacks	19001179 63030	Program Supplies	\$64.92
						Sub-Total	\$64.92
					Environ. Educ. Other	Total	\$64.92
Environmental Educ. Natrl Beg.	1323	MENARDS	35150	Pumpkins	19001178 63030	Program	\$104.80
	3380	AMAZON CAPITAL SERVICES	1JKD-DVXY-7RJY	Shaving Cream	19001178 63030	Program Supplies	\$10.11
						Sub-Total	\$114.91
					Environmental Educ.	Total	\$114.91
Environmental Education School	541	FIRST NATIONAL BANK OF OMAHA	Guritz 11/03/2025	Flints for fire starters	19001176 63030	Program Supplies	\$47.18
						Sub-Total	\$47.18
					Environmental	Total	\$47.18
Forest Preserve Director	1665	SHAW MEDIA	102510085118	Public Notices	190011 62090	Legal	\$391.82
						Sub-Total	\$391.82
						Contractual	\$59.99
						Sub-Total	\$59.99
2047		COMED	061696500011152 025	ComEd Harris Arena	190011 63510	Electric	\$35.48
		COMED	799186500011152 025	ComEd Harris	190011 63510	Electric	\$119.72
		COMED	661102222211152 5	ComEd Jay Woods	190011 63510	Electric	\$30.99
		COMED	287347900011152 5	ComEd Richard Young	190011 63510	Electric	\$31.14
						Sub-Total	\$217.33
541		FIRST NATIONAL BANK OF OMAHA	Guritz 11/03/2025	Constant Contact-Marketing	190011 68430	Marketing / Publicity	\$434.00
						Sub-Total	\$434.00
					Forest Preserve Director	Total	\$1,103.14
Grounds and Natural							

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Resources	5358	TERA AUTOMOTIVE INC	503479	Ford F250 Repairs	19001183	62160	Equipment \$1,218.60
	541	FIRST NATIONAL BANK OF OMAHA	Vick 11/03/2025	Vehicle maintenance	19001183	62160	Equipment \$17.00
	541	FIRST NATIONAL BANK OF OMAHA	White 11/03/2025	Tow Service for Truck	19001183	62160	Equipment \$243.00
	1060	JOHN DEERE FINANCIAL	11113-29745111525	Vehicle supplies	19001183	62160	Equipment \$42.97
	506	ELBURN NAPA, INC.	4860111525	Vehicle supplies and	19001183	62160	Equipment \$67.70
	556	FLATSO'S TIRE SHOP	37652	Tires	19001183	62160	Equipment \$2,490.00
							<b>Sub-Total</b> <b>\$4,079.27</b>
	3380	AMAZON CAPITAL SERVICES	14C7-NFNC-D9GL	Staff Uniforms	19001183	62400	Uniforms / Clothing \$264.86
	3380	AMAZON CAPITAL SERVICES	1XCJ-Y7CR-6TMK	Staff Uniforms	19001183	62400	Uniforms / Clothing \$33.99
							<b>Sub-Total</b> <b>\$298.85</b>
	3131	GROOT INC	15382992T102	Waste and Recycling	19001183	63070	Refuse Pickup \$360.00
							<b>Sub-Total</b> <b>\$360.00</b>
	1323	MENARDS	34835	Stripping discs	19001183	63110	Shop Supplies \$19.98
	1323	MENARDS	35500	Paint Supplies	19001183	63110	Shop Supplies \$46.30
	1060	JOHN DEERE FINANCIAL	11113-29745111525	Welding rods, gloves, mousetraps	19001183	63110	Shop Supplies \$61.82
	1820	UNIQUE PRODUCTS & SERVICE CORP	489606	Toilet paper, trash liners	19001183	63110	Shop Supplies \$463.88
							<b>Sub-Total</b> <b>\$591.98</b>
	3837	T-MOBILE	990345112111525	Omma Device	19001183	63540	Telephones \$95.62
							<b>Sub-Total</b> <b>\$95.62</b>
	1060	JOHN DEERE FINANCIAL	11113-29745111525	Paint, seed for Subat	19001183	68530	Preserve Improvements \$117.98
							<b>Sub-Total</b> <b>\$117.98</b>
					<b>Grounds and Natural</b>	<b>Total</b>	<b>\$5,543.70</b>

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Hoover	899997	OTP SEC DEP REFUND	479	Blazing Star Sec Dep Refund	19001171	Security Deposit	\$100.00
	899997	OTP SEC DEP REFUND	380-381	Kingfisher and Moonseed	19001171	Security Deposit	\$200.00
	899997	OTP SEC DEP REFUND	455	Blazing Star Sec Dep Refund	19001171	Security Deposit	\$100.00
	899997	OTP SEC DEP REFUND	463	Meadowhawk Lodge Sec	19001171	Security Deposit	\$225.00
	899997	OTP SEC DEP REFUND	422	Meadowhawk Lodge Sec	19001171	Security Deposit	\$195.00
	899997	OTP SEC DEP REFUND	470	Meadowhawk Lodge Sec	19001171	Security Deposit	\$300.00
						<b>Sub-Total</b>	<b>\$1,120.00</b>
	1060	JOHN DEERE FINANCIAL	11113-29745111525	Salt, hornet spray, hoses	19001171	Building Maintenance	\$88.01
						<b>Sub-Total</b>	<b>\$88.01</b>
	3380	AMAZON CAPITAL SERVICES	1XCJ-Y7CR-6TMK	Picture Frames	19001171	Miscellaneous Expense	\$40.55
	1820	UNIQUE PRODUCTS & SERVICE CORP	489606	Paper towels, trash bags	19001171	Miscellaneous Expense	\$250.55
						<b>Sub-Total</b>	<b>\$291.10</b>
					<b>Hoover</b>	<b>Total</b>	<b>\$1,499.11</b>
Pickerill - Pigott	899997	OTP SEC DEP REFUND	423	Pickerill Sec Dep Refund	19001184	Security Deposit	\$250.00
						<b>Sub-Total</b>	<b>\$250.00</b>
	4631	GRNE NELNET HOLDCO 2023 LLC	CI-000517182	Pickerill Solar	19001184	Electric	\$202.07
	2047	COMED	9438565000111525	ComEd Pickerill Shelter	19001184	Electric	\$19.58
	2047	COMED	15656651111152025	ComEd Pickerill House	19001184	Electric	\$73.21
					<b>Sub-Total</b>	<b>\$294.86</b>	
				<b>Pickerill - Pigott</b>	<b>Total</b>	<b>\$544.86</b>	
					<b>Grand Total</b>	<b>\$10,932.06</b>	

# Kendall County Forest Preserve District Fiscal Year 2025 (Amended) and 2026 Budgets

December 1, 2024 – November 30, 2024 and December 1, 2025 – November 30, 2026



**ORDINANCE #25-11-001**  
**AMENDING**  
**ORDINANCE #25-09-001**  
**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, 2024 AND ENDING NOVEMBER 30, 2025  
 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, 2024 AND ENDING NOVEMBER 30, 2025

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, 2024.

	Fund 1900	Fund 1903	Fund 1904	Fund 1905	Fund 1907	Fund 1908	Fund 1910	Fund 1911	Fund 1913	Fund 1914	Fund 1915	Total Est. Balances
Estimated Beginning Balance December 1, 2024												
Estimated Revenue & Transfers In	\$ 1,676,870	\$ 6,007,013	\$ 486,525	\$ -	\$ 410,390	\$ 606,804	\$ 18,842	\$ 2,000	\$ 17,174	\$ -	\$ 82,244	\$ 9,324,125
Estimated Expenditure & Transfers Out	\$ 1,711,946	\$ 5,692,380	\$ 867,620	\$ -	\$ 358,380	\$ 559,584	\$ 322,136	\$ 25,000	\$ 124,666	\$ -	\$ 83,619	\$ 9,745,331
Estimated Ending Balance November 30, 2025	\$ 682,126	\$ 6,624,881	\$ 534,886	\$ -	\$ 462,244	\$ 223,379	\$ -	\$ 21,699	\$ 229,301	\$ -	\$ 65,520	\$ 8,844,036

Estimated Receipts:

190011 40300 - 19001184 43450	FY25 Operating Fund #1900 Receipts	\$ 1,676,870
190311 40280-41350	FY25 2007/2015/2016/2017 Debt Series Fund #1903 Receipts	\$ 6,007,013
190411 40500-42970	FY25 Endowment Fund #1904 Receipts	\$ 486,525
190511 40300-43880	FY25 FP Capital Project Fund #1 - #1905 Receipts	\$ -
190711 40280-43780	FY25 Capital Projects Fund #1907 Receipts	\$ 410,390
190811 40330-43920	FY25 Capital Projects Fund #2 - #1908 Receipts	\$ 606,804
191011 40330-42970	FY25 Land Cash Fund #1910 Receipts	\$ 18,842
191111 40320-42120	FY25 Liability Fund #1911 Receipts	\$ 2,000
191311 40370-43800	FY25 KCFPD Grant Projects Reserve Fund - #1913 Receipts	\$ 17,174
191411 41350-40390	FY25 American Rescue Plan Act Fund #1914 Receipts	\$ -
191511 40510-41350	FY25 2021 Debt Series Fund #1915 Receipts	\$ 82,244
<b>Total Receipts</b>		<b>\$ 9,307,862</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, 2024 and ending November 30, 2025 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 - 19001184 63040	FY25 Operating Fund #1900 Expenses	\$	1,711,946
190311 61380-68760	FY25 2007/2015/2016/2017 Debt Series Fund #1903 Expenses	\$	5,692,380
190411 61390-70330	FY25 Endowment Fund #1904 Expenses	\$	867,620
190511 61390-70330	FY25 FP Capital Project Fund #1 - #1905 Expenses	\$	-
190711 61360-68610	FY25 Capital Projects Fund #1907 Expenses	\$	358,380
190811 61390-70650	FY25 Capital Projects Fund #2 - #1908 Expenses	\$	559,584
191011 61300-67410	FY25 Land Cash Fund #1910 Expenses	\$	322,136
191111 68990	FY25 Liability Fund #1911 Expenses	\$	25,000
191311 61360-70650	FY25 KCPD Grant Projects Reserve Fund - #1913 Expenses	\$	124,666
191411 51160-70330	FY25 American Rescue Plan Act Fund #1914 Expenses	\$	-
191511 66500-68800	FY25 2021 Debt Series Fund #1915 Expenses	\$	83,619
<b>Total Expenditures</b>			<b>\$ 9,745,331</b>

Approved this 18TH Day of November, 2025.

Signed:

\_\_\_\_\_  
Brian Debolt, President

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

**ORDINANCE #25-11-002**  
GENERAL FUND TAX LEVY ORDINANCE  
OF THE KENDALL COUNTY FOREST PRESERVE DISTRICT FOR THE  
FISCAL YEAR BEGINNING DECEMBER 1, 2025 AND ENDING  
NOVEMBER 30, 2026

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, 2025 and ending November 30, 2026, the total sum of Eight Hundred Forty-Two Thousand Two Hundred Forty-Five dollars (\$842,245) as is provided:

Salaries - Full-Time	\$358,191
Salaries - Part-Time	\$155,829
Equipment	\$20,000
Fuel - Gas & Oil	\$12,000
Telephone	\$6,000
Electric	\$7,000
Gas	\$7,000
Publicity & Promotion	\$1,200
Contractual Services	\$10,000
Supplies - Shop	\$5,000
Uniforms	\$2,000
Office Supplies	\$6,000
Conferences	\$1,000
Preserve Improvements	\$5,000
Audit	\$13,000
Refuse Pickup	\$11,000
Insurance	\$64,180
Medical Insurance	\$80,000
Legal Publications	\$500
Natural Area Supplies	\$500
IMRF & SS	\$76,845
<b>TOTAL</b>	<b><u>\$842,245</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 18TH Day of November, 2025.

Signed:

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

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

Ordinance #25-11-001 Amending Ordinance - FY25 Combined Budget and Appropriations Ordinance  
 Ordinance #25-11-003 FY25 Combined Budget and Appropriations Ordinance

KCFPD Operating Fund (Fund #1900) - Amended FY25 Budget For Commission Approval  
 KCFPD Operating Fund (Fund #1900) - Final FY26 Budget for Commission Approval

FY26 PRELIMINARY BUDGET:	Fiscal Year Budgets	BUDGET	AMENDED BUDGET	Est. Year End	BUDGET
November 18, 2025	2025	2025	2025	2025	2026
KCFPD Operating Fund #1900	Beginning Fund Balance	\$ 717,202	\$ 717,202	\$ 717,202	\$ 697,495
Revenues:					
19011 40300-43450		\$ 1,676,870	\$ 1,676,870	\$ 1,540,706	\$ 1,594,846
Expenditures:					
19011 51090 to 19001184 51160	Total Personnel	\$ 908,439	\$ 939,942	\$ 938,474	\$ 922,932
190011 61160 to 19001183 63060	Total Employee Benefits	\$ 327,046	\$ 330,619	\$ 330,619	\$ 346,320
190011 62030 to 19001184 63050	Total Contractual	\$ 215,037	\$ 215,037	\$ 80,265	\$ 85,983
19001 62000 to 19001184 63100	Total Commodities	\$ 149,212	\$ 149,121	\$ 138,608	\$ 147,301
190011 62160 to 19001184 63040	Total Other	\$ 77,228	\$ 77,228	\$ 72,447	\$ 92,310
	Total Expenditure:	\$ 1,676,962	\$ 1,711,947	\$ 1,560,413	\$ 1,594,846
	Surplus/(Deficit)	\$ (92)	\$ (35,077)	\$ (19,707)	\$ -
	Ending Balance:	\$ 717,110	\$ 682,125	\$ 697,495	\$ 697,495

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 amended FY25 Operating Fund budget and proposed FY26 Operating Fund budget appropriations as presented for approval. Revenues and expenses will be tracked during the fiscal year within the MUNIS accounting software supported by the Kendall County Treasurer's Office. Total FY26 appropriations within each of the stated budget categories above shall not be exceed without prior approval of an amending ordinance by the Kendall County Forest Preserve District's Board of Commissioners.

**ORDINANCE #25-11-003**  
**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, 2025 AND ENDING NOVEMBER 30, 2026

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, 2025 AND ENDING NOVEMBER 30, 2026

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, 2025.

	Fund 1900	Fund 1903	Fund 1904	Fund 1905	Fund 1907	Fund 1908	Fund 1910	Fund 1911	Fund 1913	Fund 1915	Total Est. Balances
Estimated Beginning Balance December 1, 2025	\$ 697,495	\$ 6,589,864	\$ 534,886	\$ -	\$ 504,864	\$ 222,924	\$ 323,760	\$ 46,978	\$ 229,301	\$ 65,520	\$ 9,215,592
Estimated Revenue & Transfers In	\$ 1,594,846	\$ 6,691,300	\$ 10,000	\$ -	\$ 89,500	\$ 103,000	\$ 232,474	\$ 2,000	\$ 639,666	\$ 84,644	\$ 9,447,430
Estimated Expenditure & Transfers Out	\$ 1,594,846	\$ 5,912,156	\$ 300,000	\$ -	\$ 347,731	\$ 324,666	\$ 556,234	\$ 25,000	\$ -	\$ 82,119	\$ 9,142,752
Estimated Ending Balance November 30, 2026	\$ 697,495	\$ 7,369,008	\$ 244,886	\$ -	\$ 246,633	\$ 1,258	\$ -	\$ 23,978	\$ 868,967	\$ 68,045	\$ 9,520,270

Estimated Receipts:

190011 40300 - 19001184 43450	FY26 Operating Fund #1900 Receipts	\$ 1,594,846
190311 40280-41350	FY26 2007/2015/2016/2017 Debt Series Fund #1903 Receipts	\$ 6,691,300
190411 40500-42970	FY26 Endowment Fund #1904 Receipts	\$ 10,000
190511 40300-43880	FY26 FP Capital Project Fund #1 - #1905 Receipts	\$ -
190711 40280-43780	FY26 Capital Projects Fund #1907 Receipts	\$ 89,500
190811 40330-43920	FY26 Capital Projects Fund #2 - #1908 Receipts	\$ 103,000
191011 40330-42970	FY26 Land Cash Fund #1910 Receipts	\$ 232,474
191111 40320-42120	FY26 Liability Fund #1911 Receipts	\$ 2,000
191311 40370-43800	FY26 KCFPD Grant Projects Reserve Fund - #1913 Receipts	\$ 639,666
191511 40510-41350	FY26 2021 Debt Series Fund #1915 Receipts	\$ 84,644
<b>Total Receipts</b>		<b>\$ 9,447,430</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, 2025 and ending November 30, 2026 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 - 19001184 63040	FY26 Operating Fund #1900 Expenses	\$ 1,594,846
190311 61380-68760	FY26 2007/2015/2016/2017 Debt Series Fund #1903 Expenses	\$ 5,912,156
190411 61390-70330	FY26 Endowment Fund #1904 Expenses	\$ 300,000
190511 61390-70330	FY26 FP Capital Project Fund #1 - #1905 Expenses	\$ -
190711 61360-68610	FY26 Capital Projects Fund #1907 Expenses	\$ 347,731
190811 61390-70650	FY26 Capital Projects Fund #2 - #1908 Expenses	\$ 324,666
191011 61300-67410	FY26 Land Cash Fund #1910 Expenses	\$ 556,234
191111 68990	FY26 Liability Fund #1911 Expenses	\$ 25,000
191311 61360-70650	FY26 KCFPD Grant Projects Reserve Fund - #1913 Expenses	\$ -
191511 66500-68800	FY26 2021 Debt Series Fund #1915 Expenses	\$ 82,119
<b>Total Expenditures</b>		<b>\$ 9,142,752</b>

Approved this 18TH Day of November, 2025.

Signed:

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

\_\_\_\_\_  
Seth Wornley, Secretary

## Kendall County Forest Preserve District Operating Fund (Fund 1900)

FY26 PRELIMINARY BUDGET: November 18, 2025	BUDGET	AMENDED BUDGET	Est. Year End	BUDGET	% Change
KCFPD Operating Fund #1900	2025	2025	2025	2026	
<b>ACCOUNT &amp; DESCRIPTION</b>					
<b>Beginning Balance (est.)</b>	717,202	717,202	717,202	697,495	
<b>REVENUE</b>					
190011 41010 Current Tax	799,269	799,269	799,269	842,245	105.4%
190011 41350 Interest Income	17,532	17,532	7,788	6,620	37.8%
190011 42250 Other Income (Sponsorship Income)					
190011 42250 Other Income (Carbon Credits Sales - Fox River Bluffs & Res. Woods)	149,058	149,058	5,385	10,000	6.7%
19001162 42250 Ellis Center Grounds (Farm License Rev.)	32,000	32,000	29,084	32,000	100.0%
19001163 42250 Ellis Center Camps	13,750	13,750	17,670	18,000	130.9%
19001164 42250 Ellis Center Riding Lessons	63,800	63,800	60,000	60,000	94.0%
19001165 42250 Ellis Center Birthday Parties	6,000	6,000	5,700	6,000	100.0%
19001166 42250 Ellis Center Public Programs	3,000	3,000	3,172	3,000	100.0%
19001167 42250 Sunrise Center North License Agreement	13,760	13,760	14,401	14,000	101.7%
19001168 42250 Ellis Center Weddings	4,500	4,500	3,500	4,500	100.0%
19001169 42250 Ellis Center Other Rentals	3,400	3,400	5,005	6,000	176.5%
19001170 42250 Ellis Center 5K Event					
19001171 42250 Hoover Revenue (Yorkville Athletic Assoc. License)	2,400	2,400	4,025	4,025	167.7%
19001171 42250 Hoover Revenue (Residence Lease)	6,600	6,600	6,600	6,600	100.0%
19001172 42250 Hoover Bunkhouse Rental Rev	36,000	36,000	32,725	36,000	100.0%
19001173 42250 Hoover Campsite Rental Rev	7,000	7,000	6,160	4,500	64.3%
19001174 42250 Hoover Meadowhawk Rental Rev	44,600	44,600	50,129	42,000	94.2%
19001176 42250 Env. Educ. - School Programs	20,000	20,000	20,968	22,000	110.0%
19001177 42250 Env. Educ. - Camps	42,500	42,500	49,725	52,000	122.4%
19001178 42250 Env. Educ. - Natural Beginnings	160,000	160,000	185,240	162,000	101.3%
19001179 42250 Env. Educ. - Other Public Programs	20,000	20,000	19,900	13,000	65.0%
19001180 42250 Env. Educ. - Other Revenue					
19001183 42250 Other Income - Grounds & Natural Resources (Bowhunt App. Fees)	32,500	32,500	24,120	32,500	100.0%
19001183 42250 Other Income - Grounds & Nat. Res. (Millbrook North Trail Use Lic. Agreement)	2,500	2,500	2,500	2,500	100.0%
19001184 42250 Revenue - Pickerill-Pigott Estate House, Pavilion and Shelter	14,000	14,000	20,101	22,000	157.1%
19001183 42290 Revenue - Civilian Force Arms					
190011 42860 Donations - Administration (Forest Foundation Contributions)	5,000	5,000	3,100	5,000	100.0%
19001164 42860 Donations - Ellis Equestrian Center - Lessons	1	1		1	100.0%
19001175 42860 Donations - Environmental Education					
19001178 42860 Donations - Env. Educ. Natural Beginnings	1,500	1,500		1,500	100.0%
19001183 42860 Donations - Grounds & Natural Resources	2,500	2,500		2,500	100.0%
19001183 42900 Picnic & Shelter Rental - Grounds & Natural Resources	8,000	8,000	8,908	8,000	100.0%
19001184 42900 Picnic & Shelter Rental - Pickerill-Pigott	500	500	130	150	30.0%
19001183 42920 Preserve Improvements - Grants (K-12 Pollinator)					
19001183 42920 Preserve Improvements - Grants (Pollinator Meadows Pilot)					
190011 42930 Farm License Revenue	134,000	134,000	118,967	140,000	104.5%
190011 42940 Credit Card Revenue - All Preserves	6,000	6,000	11,982	10,155	169.3%
19001168 43450 Security Deposit Revenue - Ellis Weddings	5,000	5,000	1,000	2,000	40.0%
19001169 43450 Security Deposit Revenue - Ellis Other Rentals	1,000	1,000	875	1,500	150.0%
19001172 43450 Security Deposit Revenue - Hoover Bunkhouse	6,000	6,000	6,175	4,800	80.0%
19001174 43450 Security Deposit Revenue - Hoover Meadowhawk	8,200	8,200	11,413	11,000	134.1%
19001184 43450 Security Deposit Revenue - Pickerill-Pigott	5,000	5,000	4,990	5,000	100.0%
19001183 43450 Security Deposit Revenue - Shelters				1,750	
<b>Total Revenue</b>	<b>1,676,870</b>	<b>1,676,870</b>	<b>1,540,706</b>	<b>1,594,846</b>	<b>95.1%</b>

## Kendall County Forest Preserve District Operating Fund (Fund 1900)

FY26 PRELIMINARY BUDGET: November 18, 2025		BUDGET	AMENDED BUDGET	Est. Year End	BUDGET	% Change
KCFPD Operating Fund #1900		2025	2025	2025	2026	
<b>PERSONNEL</b>						
190011 51090	Board Per Diem	5,500	5,500	-	5,500	100.0%
190011 51160	Salary - Part Time Administration					
190011 51390	Salary - Full Time Administration	200,721	232,224	232,224	177,091	88.2%
190011 51470	Stipend - Full Time Administration (Executive Director)					
190011 51470	Stipend - Full Time Administration (Asst. County Admin.)	6,120	6,120	6,120	6,120	100.0%
	Transfer to County General Fund Administration (County HR)				40,000	
19001183 51160	Salary - Part Time Grounds & Natural Resources	49,370	49,370	49,370	51,220	103.7%
19001183 51390	Salary - Full Time Grounds & Natural Resources	168,179	168,179	168,179	105,756	62.9%
19001184 51160	Salary - Part Time Pickerill Pigott	4,350	4,350	4,630	7,219	165.9%
<b>Salary Full Time: Env. Education</b>						
19001176 51390	Env. Educ. FT Salary - School Programs Expense	1	1	1	1	100.0%
19001177 51390	Env. Educ. FT Salary - Camps Expense	7,479	7,479	7,505	18,261	244.2%
19001178 51390	Env. Educ. FT Salary - Natural Beginnings Expense	55,199	55,199	55,445	61,034	110.6%
19001179 51390	Env. Educ. FT Salary - Other Public Programs Expense	1	1	1	1	100.0%
19001180 51390	Env. Educ. FT Salary - Laws of Nature					
<b>Salary Part Time: Env. Education</b>						
19001176 51160	Env. Educ. PT Salary - School Programs Expense	12,485	12,485	19,117	17,497	140.1%
19001177 51160	Env. Educ. PT Salary - Camps Expense	33,965	33,965	38,796	36,242	106.7%
19001178 51160	Env. Educ. PT Salary - Natural Beginnings Expense	87,560	87,560	89,735	111,563	127.4%
19001179 51160	Env. Educ. PT Salary - Other Public Programs Expense	8,987	8,987	12,926	13,652	151.9%
19001180 51160	Env. Educ. PT Salary - Laws of Nature	3,495	3,495	5,027	5,395	154.4%
19001181 51160	Env. Educ. PT Salary - Other Expense					
<b>Salary Full Time: Ellis</b>						
19001160 51390	Salary FT - Ellis House	11,275	11,275	11,275	11,839	105.0%
19001161 51390	Salary FT - Ellis Barn	11,275	11,275	11,275	11,839	105.0%
19001162 51390	Salary FT - Ellis Grounds	22,551	22,551	22,551	23,678	105.0%
<b>Salary Part Time - Ellis</b>						
19001160 51160	Salary PT - Ellis House					
19001161 51160	Salary PT - Ellis Barn					
19001162 51160	Salary PT - Ellis Grounds					
19001163 51160	Salary PT - Ellis Center Camps Expense	6,201	6,201	7,658	6,212	100.2%
19001164 51160	Salary PT - Ellis Center Riding Lessons Expense	53,151	53,151	48,499	53,242	100.2%
19001165 51160	Salary PT - Ellis Center Birthday Parties Expense	4,429	4,429	3,895	4,437	100.2%
19001166 51160	Salary PT - Ellis Center Public Programs Expense	1,772	1,772	1,558	1,775	100.2%
19001167 51160	Salary PT - Ellis Sunrise License Agreement	23,782	23,782	19,576	23,071	97.0%
19001168 51160	Salary PT - Ellis Center Weddings Expense	383	383	395	1	0.3%
19001169 51160	Salary PT - Ellis Center Other Rentals Expense	383	383	377	1	0.3%
19001171 51160	Salary PT - Hoover Grounds	20,938	20,938	20,938	17,644	84.3%
19001172 51160	Salary PT - Hoover Bunkhouse	10,469	10,469	10,469	8,822	84.3%
19001173 51160	Salary PT - Hoover Campsite	5,234	5,234	5,234	4,411	84.3%
19001174 51160	Salary PT - Hoover Meadowhawk	9,584	9,584	9,193	11,630	121.3%
19001171 51390	Salary FT - Hoover Grounds	41,800	41,800	39,277	43,890	105.0%
19001172 51390	Salary FT - Hoover Bunkhouse	20,900	20,900	18,615	21,945	105.0%
19001173 51390	Salary FT - Hoover Campsite	10,450	10,450	9,307	10,973	105.0%
19001174 51390	Salary FT - Hoover Meadowhawk	10,450	10,450	9,307	10,973	105.0%
<b>Total Personnel</b>		<b>908,439</b>	<b>939,942</b>	<b>938,474</b>	<b>922,932</b>	<b>101.6%</b>
<b>EMPLOYEE BENEFITS</b>						
190011 61160	IMRF Expense - Administration	13,322	14,955	14,955	16,250	122.0%
190011 61170	SS Expense - Administration	15,825	17,765	17,765	17,076	107.9%
19001160 63050	IMRF/SS Expense - Ellis House	1,589	1,589	1,589	1,768	111.2%
19001161 63050	IMRF/SS Expense - Ellis Barn	1,589	1,589	1,589	1,768	111.2%
19001162 63050	IMRF/SS Expense - Ellis Grounds	3,178	3,178	3,178	3,535	111.2%
19001163 63050	IMRF/SS Expense - Ellis Center Camps Expense	743	743	743	927	124.9%
19001164 63050	IMRF/SS Expense - Ellis Center Riding Lessons Expense	6,365	6,365	6,365	7,949	124.9%
19001165 63050	IMRF/SS Expense - Ellis Center Birthday Parties Expense	530	530	530	662	124.9%
19001166 63050	IMRF/SS Expense - Ellis Center Public Programs Expense	212	212	212	265	124.9%
19001167 63050	IMRF/SS Expense - Sunrise Center North	2,815	2,815	2,815	3,445	122.4%
19001168 63050	IMRF/SS Expense - Ellis Center Weddings Expense	29	29	29	1	3.4%
19001169 63050	IMRF/SS Expense - Ellis Center Other Rentals Expense	29	29	29	1	3.4%
19001171 63050	IMRF/SS Expense - Hoover Grounds	8,654	8,654	8,654	9,187	106.2%
19001172 63050	IMRF/SS Expense - Hoover Bunkhouse	4,327	4,327	4,327	4,594	106.2%
19001173 63050	IMRF/SS Expense - Hoover Campsite	2,164	2,164	2,164	2,297	106.2%
19001174 63050	IMRF/SS Expense - Hoover Meadowhawk	2,497	2,497	2,497	3,375	135.1%

## Kendall County Forest Preserve District Operating Fund (Fund 1900)

FY26 PRELIMINARY BUDGET: November 18, 2025	BUDGET	AMENDED BUDGET	Est. Year End	BUDGET	% Change
KCFPD Operating Fund #1900	2025	2025	2025	2026	
19001175 63050					
19001176 63050					
19001177 63050					
19001178 63050					
19001179 63050					
19001180 63050					
19001181 63050					
19001183 63050					
19001184 63050					
190011 61230					
19001171 63060					
19001172 63060					
19001173 63060					
19001174 63060					
19001175 63060					
19001178 63060					
19001168 63060					
19001183 63060					
190011 68000					
190011					
<b>Total Employee Benefits</b>	<b>327,046</b>	<b>330,619</b>	<b>330,619</b>	<b>346,320</b>	<b>105.9%</b>
<b>CONTRACTUAL</b>					
190011 62150					
190011 62150					
190011 62150					
190011 62150					
190011 62150					
190011 62150					
190011 62150					
190011 62150					
190011 62030					
190011 62040					
190011 62090					
19001163 63020					
19001164 63020					
19001165 63020					
19001166 63020					
19001167 63020					
19001168 63070					
19001183 63070					
1901183					
19001183 63540					
190011 65460					
190011 65490					
190011 68340					
190011 68560					
<b>Total Contractual</b>	<b>215,037</b>	<b>215,037</b>	<b>80,265</b>	<b>85,983</b>	<b>40.0%</b>

## Kendall County Forest Preserve District Operating Fund (Fund 1900)

FY26 PRELIMINARY BUDGET: November 18, 2025	BUDGET	AMENDED BUDGET	Est. Year End	BUDGET	% Change
KCFPD Operating Fund #1900	2025	2025	2025	2026	
<b>COMMODITIES</b>					
190011 62000 Office Supplies & Postage - Administration	7,000	7,000	7,000	7,150	102.1%
190011 62000 CARES Act Purchases					
19001160 62000 Office Supplies & Postage - Ellis House	600	600	600	600	100.0%
19001183 62180 Fuel: Gas & Oil Grounds	20,500	20,500	16,000	17,000	82.9%
19001183 62400 Uniforms - Grounds	2,250	2,250	2,250	2,250	100.0%
<b>Environmental Education</b>					
19001176 63030 Env. Educ. - School Programs Expense	700	700	700	700	100.0%
19001177 63030 Env. Educ. - Camps Expense	1,500	1,500	1,500	1,500	100.0%
19001178 63030 Env. Educ. - Natural Beginnings Expense	4,000	4,000	4,000	4,000	100.0%
19001179 63030 Env. Educ. - Other Public Programs Expense	750	750	970	750	100.0%
19001180 63030 Env. Educ. - Laws of Nature Expense	600	600	600	600	100.0%
19001183 63090 Gas - Grounds & Natural Resources	4,500	4,500	5,068	5,500	122.2%
19001184 63100 Electric - Pickerill Pigott	9,185	9,185	6,509	6,000	65.3%
19001182 63130 Natural Area Volunteer Supplies				500	
Natural Area Management				700	
190011 63510 Electric - Administration	3,135	3,135	3,135	3,100	98.9%
190011 68500 Project Fund Expense (Forest Foundation Purchases)	5,000	5,000	5,382	5,000	100.0%
190011 68430 Promotion/Publicity	1,200	1,200	500	1,500	125.0%
190011 68440 Newsletter	450	450		450	100.0%
<b>Utilities - Ellis</b>					
19001160 62270 Utilities - Ellis House	6,350	6,350	6,455	6,500	102.4%
19001161 62270 Utilities - Ellis Barn	6,350	6,350	6,350	6,500	102.4%
<b>Utilities &amp; Maintenance - Hoover</b>					
19001171 62270 Hoover - Other Utilities	4,000	4,000	3,000	4,000	100.0%
19001171 63090 Hoover - Gas	9,500	9,500	7,500	9,500	100.0%
19001171 63100 Hoover - Electric	20,000	20,000	20,000	20,000	100.0%
19001171 63110 Hoover - Shop Supplies	4,000	4,000	4,051	4,000	100.0%
19001171 63120 Hoover - Building Maintenance	8,000	8,000	8,000	8,000	100.0%
19001171 66500 Hoover - Other Expenses	1,000	1,000	1,000	1,000	100.0%
19001171 68580 Hoover - Grounds Maintenance	4,000	4,000	4,000	4,000	100.0%
<b>Promotion/Publicity - Ellis</b>					
19001166 68570 Volunteer Expense - Ellis Public Programs	150	150		100	66.7%
<b>Animal Care &amp; Supplies - Ellis</b>					
19001163 63000 Animal Care & Supplies - Ellis Camps					
19001164 63000 Animal Care & Supplies - Ellis Riding Lessons	12,000	12,000	12,000	12,000	100.0%
19001165 63000 Animal Care & Supplies - Ellis Birthday Parties					
19001166 63000 Animal Care & Supplies - Ellis Public Programs					
19001167 63000 Animal Care & Supplies - Sunrise Center North	2,500	2,500	2,500	2,500	100.0%
<b>Horses Acquisition &amp; Tack - Ellis</b>					
19001163 63010 Horses Acquisition & Tack - Ellis Camps					
19001164 63010 Horses Acquisition & Tack - Ellis Riding Lessons	1	1		1	100.0%
19001165 63010 Horses Acquisition & Tack - Ellis Birthday Parties					
Horses Acquisition & Tack - Ellis Public Programs					
<b>Program Supplies - Ellis</b>					
19001163 63030 Program Supplies - Ellis Camps	450	450	88	450	100.0%
19001165 63030 Program Supplies - Ellis Birthday Parties	450	450	450	450	100.0%
19001170 63030 Program Supplies - Ellis 5K					
19001184 63030 Supplies: Shop - Pickerill Pigott				2,000	
19001183 63110 Supplies: Shop - Grounds	9,000	9,000	9,000	9,000	100.0%
<b>Total Commodities</b>	<b>149,121</b>	<b>149,121</b>	<b>138,608</b>	<b>147,301</b>	<b>98.8%</b>

## Kendall County Forest Preserve District Operating Fund (Fund 1900)

FY26 PRELIMINARY BUDGET: November 18, 2025	BUDGET	AMENDED BUDGET	<i>Est. Year End</i>	BUDGET	% Change
KCFPD Operating Fund #1900	2025	2025	2025	2026	
<b>OTHER</b>					
190011 62160 Equipment - Administration					
19001183 62160 Equipment - Grounds & Natural Resources	22,640	22,640	22,640	20,000	88.3%
190011 68530 Preserve Improvements - Administration				22,956	
19001183 68530 Preserve Improvements - Grounds & Natural Resources	10,274	10,274	10,274	7,000	68.1%
190011 68540 Contributions (Drainage District Tax Assessments & Carb. Cred. Fee)	2,600	2,600	2,000	2,600	100.0%
<b>Grounds &amp; Maintenance Equipment - Ellis</b>					
19001160 68580 Grounds & Maint. - Ellis House	4,250	4,250	4,635	4,000	94.1%
19001161 68580 Grounds & Maint. - Ellis Barn	3,200	3,200	3,200	2,000	62.5%
19001162 68580 Grounds & Maint. - Ellis Grounds	6,400	6,400	6,400	6,000	93.8%
<b>Security Deposit Refunds</b>					
<b>Security Deposit Refunds</b>					
19001163 63040 Security Deposit Refunds - Ellis Camps	1	1	-	1	100.0%
19001164 63040 Security Deposit Refunds - Ellis Riding Lessons	1	1	-	1	100.0%
19001166 63040 Security Deposit Refunds - Ellis Public Programs	1	1	-	1	100.0%
19001168 63040 Security Deposit Refunds - Ellis Weddings	5,000	5,000	1,000	2,000	40.0%
19001169 63040 Security Deposit Refunds - Ellis Other Rentals	1,000	1,000	1,090	1,000	100.0%
19001171 63040 Security Deposit Refunds - Hoover	13,500	13,500	15,000	14,800	109.6%
19001176 63040 Security Deposit Refunds - Env. Education School Programs	1	1	791	1	100.0%
19001177 63040 Security Deposit Refunds - Env. Education Camps	500	500	275	500	100.0%
19001178 63040 Security Deposit Refunds - Env. Education Natural Beginnings	2,200	2,200	-	2,200	100.0%
19001179 63040 Security Deposit Refunds - Env. Education Public Programs	500	500	12	500	100.0%
19001183 63040 Security Deposit Refunds - Grounds	160	160	130	1,750	1093.8%
19001184 63040 Security Deposit Refunds - Pickerill-Pigott	5,000	5,000	5,000	5,000	100.0%
190011 69790 Contingency	-	-	-	-	
<b>Total Other</b>	<b>77,228</b>	<b>77,228</b>	<b>72,447</b>	<b>92,310</b>	<b>119.5%</b>
<b>Total Expenditures</b>	<b>1,676,870</b>	<b>1,711,946</b>	<b>1,560,412</b>	<b>1,594,846</b>	<b>95.1%</b>
<b>Operating Surplus / (Deficit)</b>	<b>(0)</b>	<b>(35,076)</b>	<b>(19,707)</b>	<b>(0)</b>	<b>392.4%</b>
<b>Ending Balance</b>	<b>Fund Balance</b>	<b>717,202</b>	<b>682,126</b>	<b>697,495</b>	<b>97.3%</b>

## Kendall County Forest Preserve District Operating Fund (Fund 1900)

FY26 PRELIMINARY BUDGET: November 18, 2025	BUDGET	AMENDED BUDGET	<i>Est. Year End</i>	BUDGET	% Change
KCFPD Operating Fund #1900	2025	2025	2025	2026	
<b>Beginning Balance</b>	717,202	717,202	717,202	697,495	97.3%
<b>Total Revenue</b>	1,676,870	1,676,870	1,540,706	1,594,846	95.1%
Total Personnel	908,439	939,942	938,474	922,932	101.6%
Total Employee Benefits	327,046	330,619	330,619	346,320	105.9%
Total Contractual	215,037	215,037	80,265	85,983	40.0%
Total Commodities	149,121	149,121	138,608	147,301	98.8%
Total Other	77,228	77,228	72,447	92,310	119.5%
<b>Total Expenditure</b>	1,676,870	1,711,946	1,560,412	1,594,846	95.1%
<b>Surplus / (Deficit)</b>	(0)	(35,076)	(19,707)	(0)	
<b>TRANSFER OUT TO FUND 1907 (CAPITAL)</b>	-	-			
<b>Ending Balance</b>	717,202	682,126	697,495	697,495	97.3%

Kendall County Forest Preserve District FY25-26 Salary Schedule  
 FY26 Budget Salary and Benefits Costs Spreadsheet

Emp #	Last Name	First Name	Dept	Hours - Budgeted - FY24	Hours - Worked Past 12 Mo	Hours Budgeted - FY25	Salary (Current)	Salary Increase (Proposed)	Salary Increase (%)	Salary Increase Amount (\$)	IMRF Employee		Exempt Employee		Medical Insurance (11.1%)	Dental Insurance (4.5%)	Life Insurance
											Total Salary	7.28%	FICA 7.65%				
270261	White	Antonette	ADMIN	1950	1950	1950	\$76,149.38	\$27,340.62	36%	\$27,340.62	\$102,500.00	\$7,462.00	\$7,841.26	\$14,007.84	\$479.64	\$21.00	
---	Caldwell	Latreese	ADMIN - ST	1950	1950	1950	\$8,120.00	\$6,917.63	15.00%	\$6,917.63	\$6,120.00	\$445.64	\$468.18	\$14,007.84	\$479.64	\$21.00	
11444	Granholm	Julia	ADMIN	1950	1950	1950	\$46,117.50	\$1,000.00	5.00%	\$1,000.00	\$53,035.13	\$3,860.96	\$4,057.19	\$14,007.84	\$479.64	\$21.00	
270274	Adams	Kimberly	E	1475	1336	1475	\$20.02	\$0.75	5.00%	\$0.75	\$1,476.48	\$31,005.98	\$2,257.23	\$2,371.96			
270947	Forgue	Magie	E	100	15	100	\$15.00	\$0.75	5.00%	\$0.75	\$576.00	\$1,576.00	\$120.49	\$120.49			
---	VACANT		E	400	477	500	\$16.00				\$8,000.00		\$612.00				
270989	Chase	Heleen	E	450	285	1300	\$17.00	\$0.85	5.00%	\$0.85	\$23,205.00		\$1,775.18				
---	VACANT		SC	200	200	200	\$15.50						\$688.50				
---	VACANT		SC	200	200	200	\$15.50										
---	VACANT		SC	200	200	200	\$15.50										
270264	Vick	Marshall	EL	1950	1950	1950	\$45,100.89	\$2,255.04	5.00%	\$2,255.04	\$47,355.93	\$3,447.51	\$3,622.73	\$14,007.84	\$479.64	\$21.00	
270283	Owen	Annabelle	EL	1170	1023	1100	\$17.50	\$0.88	5.00%	\$0.88	\$982.50	\$20,212.50	\$1,471.47	\$1,546.26			
270270	Sommers	Irene	EL	1500	1533	1300	\$19.00	\$0.95	5.00%	\$0.95	\$1,235.00	\$25,936.00	\$1,898.07	\$1,994.03			
270967	Archer	Addai	EL				\$234	\$0.75	5.00%	\$0.75	\$175.50	\$3,685.50	\$281.94	\$281.94			
270962	Landers	Elin	EL				\$400	\$0.75	5.00%	\$0.75	\$300.00	\$6,300.00	\$481.95	\$481.95			
270973	Figzerald	Ell	EL				\$780	\$0.75	5.00%	\$0.75	\$12,090.00	\$924.89	\$924.89				
270963	Bielewa	Kendelynn	EL				\$550	\$0.75	5.00%	\$0.75	\$412.50	\$6,682.50	\$662.68	\$662.68			
270279	Prette	Shannon	EL				\$100	\$0.75	5.00%	\$0.75	\$75.00	\$1,575.00	\$120.49	\$120.49			
270257	Slatto	Michelle	EL				\$150	\$0.75	5.00%	\$0.75	\$118.50	\$2,488.50	\$190.37	\$190.37			
270954	Tit	EL	EL				\$40	\$0.75	5.00%	\$0.75	\$472.50	\$9,922.50	\$759.07	\$759.07			
270219	Luetlich	Ausha	GM	1950	1950	1950	\$48,654.00	\$3,000.00	5.00%	\$3,000.00	\$51,654.00	\$4,488.56	\$4,716.68	\$14,007.84	\$479.64	\$21.00	
270957	Bensh	Hunter	GM	1950	1950	1950	\$42,000.00	\$2,100.00	5.00%	\$2,100.00	\$44,100.00	\$3,210.48	\$3,373.65	\$14,007.84	\$479.64	\$21.00	
270949	Hegeman	Jon	GM	275	315	435	\$19.00	\$0.95	5.00%	\$0.95	\$413.25	\$8,678.25	\$663.89	\$663.89			
270928	Tschannen	Phillip	GM	780	625	700	\$17.75	\$0.89	5.00%	\$0.89	\$621.25	\$13,046.25	\$986.04	\$986.04			
270980	Geiff	Michael	GM	600	600	700	\$17.00	\$0.85	5.00%	\$0.85	\$595.00	\$12,495.00	\$955.87	\$955.87			
---	VACANT		GM	300	1152	1000	\$17.00	\$0.00			\$17,000.00	\$1,237.60	\$1,300.50				
270955	Butler	Amanda	HP-F	250	179	250	\$19.00	\$0.96	5.00%	\$0.96	\$237.50	\$4,987.50	\$381.54	\$381.54			
270964	Butler	Ayssa	HP-F	250	68	250	\$18.00	\$0.90	5.00%	\$0.90	\$225.00	\$4,725.00	\$361.46	\$361.46			
270966	Brandenburg	Christie	HP-F	250	1950	1950	\$18.00	\$0.90	5.00%	\$0.90	\$225.00	\$4,725.00	\$361.46	\$361.46			
270950	Kolka	Jon	GM-H	1950	1950	1950	\$41,800.00	\$2,080.00	5.00%	\$2,080.00	\$43,880.00	\$3,179.90	\$3,341.52	\$14,007.84	\$479.64	\$21.00	
270970	Mohr	Nicholas	GM-H	1950	1950	1950	\$42,000.00	\$2,100.00	5.00%	\$2,100.00	\$44,100.00	\$3,210.48	\$3,373.65	\$14,007.84	\$479.64	\$21.00	
270283	Campbell	Quinn	GM	520	246	350	\$16.50	\$0.83	5.00%	\$0.83	\$288.75	\$6,063.75	\$463.88	\$463.88			
270238	Koehler	Frank	GM-H	1300	1097	1250	\$18.00	\$0.90	5.00%	\$0.90	\$1,125.00	\$23,625.00	\$1,807.31	\$1,807.31			
270960	Geiff	Ethan	GM-H	350	457	350	\$16.00	\$0.00			\$5,600.00	\$428.40	\$428.40				
270241	Wiencke	Stefanie	ADMIN/HS	1950	1950	1950	\$38,625.00	\$2,932.80	5.00%	\$2,932.80	\$41,557.80	\$4,483.66	\$4,711.54	\$14,007.84	\$479.64	\$21.00	
270287	Vasburgh	Jessica	E-NB	1950	1950	1950	\$37,392.50	\$1,869.63	5.00%	\$1,869.63	\$39,262.13	\$2,658.28	\$3,003.55	\$28,305.48	\$948.36	\$21.00	
270253	Bemrl	Kathleen	NB	1000	931	1000	\$19.00	\$0.95	5.00%	\$0.95	\$950.00	\$19,950.00	\$1,528.18	\$1,528.18			
270291	Christiansen	Paul	NB	1200	1104	1200	\$19.00	\$0.95	5.00%	\$0.95	\$1,140.00	\$23,940.00	\$1,831.41	\$1,831.41			
270280	Collins	Jennie	NB	1100	1088	1100	\$18.00	\$0.95	5.00%	\$0.95	\$1,045.00	\$21,945.00	\$1,597.60	\$1,597.60			
270968	Godowski	Eric	E	1300	1300	1300	\$16.50	\$0.83	5.00%	\$0.83	\$1,072.50	\$22,522.50	\$1,722.87	\$1,722.87			
270952	Trenado	Mariah	E	1300	1300	1300	\$17.00	\$0.85	5.00%	\$0.85	\$1,105.00	\$23,205.00	\$1,775.18	\$1,775.18			
TOTALS FOR FY26											\$ 66,046.94	\$ 879,583.71	\$ 50,014.43	\$ 67,286.62	\$ 112,352.52	\$ 3,826.20	\$ 188.00



KENDALL COUNTY  
 FOREST PRESERVE DISTRICT CONTACT

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

ACCOUNT & DESCRIPTION	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET (AMTD) 2025	Est. Year End 2025	BUDGET 2026	% CHANGE IN BUDGET
<b>Beginning Balance</b>							
<b>REVENUE TRANSFERS IN</b>							
190311 40280 Transfer In from Fund 1902		288,742			6,310,248	6,589,864	
190311 41010 Current Tax	4,930,888	5,281,630	5,702,164	5,940,513	5,903,513	6,624,800	11.5%
190311 41350 Interest Income	14,882	63,906	79,091	66,500	66,500	66,500	0.0%
<b>Total Revenue &amp; Transfers In</b>	<b>4,945,770</b>	<b>5,634,278</b>	<b>5,781,255</b>	<b>6,007,013</b>	<b>5,970,013</b>	<b>6,691,300</b>	<b>111.4%</b>
<b>EXPENDITURE &amp; TRANSFERS OUT</b>							
190311 61380 Transfer to Debt Service Fund 1915			2,000				
190311 61420 Transfer Out to Capital Fund 1907			131,470				
190311 66500 Miscellaneous Expenditure	338		675	66,500	66,500	66,500	0.0%
190311 68640 Fiscal Agent Fee	1,900	1,425	1,650	1,000	700	1,000	0.0%
190311 68710 Debt Service - Interest 2015	354,040	352,950	351,690	350,430	350,430	302,300	-13.7%
190311 68720 Debt Service - Principal 2015	40,000	45,000	45,000	45,000	45,000	2,375,000	5177.8%
190311 68730 Debt Service - Interest 2016	290,088	285,688	278,788	187,450	187,450	50,356	-73.1%
190311 68740 Debt Service - Principal 2016	105,000	115,000	230,000	5,040,000	5,040,000	3,115,000	-38.2%
190311 68750 Debt Service - Interest 2017	477,125	302,250	104,375				
190311 68760 Debt Service - Principal 2017	3,255,000	3,740,000	4,175,000				
<b>Total Expenditure &amp; Transfers Out</b>	<b>4,523,490</b>	<b>4,842,313</b>	<b>5,320,647</b>	<b>5,692,380</b>	<b>5,690,397</b>	<b>5,912,156</b>	<b>3.9%</b>
<b>Revenue over/(under) Expenditure</b>	<b>422,280</b>	<b>791,965</b>	<b>460,608</b>	<b>314,633</b>	<b>279,616</b>	<b>779,144</b>	<b>147.6%</b>
<b>Ending Balance</b>	<b>5,057,675</b>	<b>5,849,640</b>	<b>6,310,248</b>	<b>6,624,881</b>	<b>6,589,864</b>	<b>7,369,008</b>	<b>11.2%</b>

## KCFPD Endowment Fund Fund 1904

ACCOUNT & DESCRIPTION	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET (AMD) 2025	Est. Year End 2025	BUDGET 2026	% CHANGE IN BUDGET	NOTES
<b>Beginning Balance</b>	883,179	872,618	846,056	915,981	915,981	534,886		
<b>REVENUE &amp; TRANSFERS IN</b>								
190411 40500 Transfer in From 1913			300,000					
190411 41350 Interest Income	11,601	44,455	53,781	26,525	26,525	10,000	37.7%	
190411 41720 Donation (Hughes Estate)			10,000	160,000	160,000	-		
190411 42970 Grant Award			300,000	300,000	300,000	-		OSLAD Final Reimb.
<b>Total Revenue &amp; Transfers In</b>	<b>11,601</b>	<b>44,455</b>	<b>663,781</b>	<b>486,525</b>	<b>486,525</b>	<b>10,000</b>	<b>2.1%</b>	
<b>EXPENDITURE &amp; TRANSFERS OUT</b>								
190411 61390 Transfer Out to 1913			-			300,000		Grant Proj. Res. Fund 1913
190411 62150 Contractual Services	22,162	71,018	110,099	77,404	77,404	-	0.0%	Design/Arch./CPA
190411 70330 Construction			483,756	790,216	790,216	-	0.0%	Late Const. Contract
<b>Total Expenditure &amp; Transfers Out</b>	<b>22,162</b>	<b>71,018</b>	<b>593,856</b>	<b>867,620</b>	<b>867,520</b>	<b>300,000</b>	<b>34.6%</b>	
<b>Revenue over/(under) Expenditure</b>	<b>(10,561)</b>	<b>(26,562)</b>	<b>69,925</b>	<b>(699,620)</b>	<b>(675,942)</b>	<b>(290,000)</b>		
<b>Ending Balance</b>	<b>872,618</b>	<b>846,056</b>	<b>915,981</b>	<b>534,886</b>	<b>534,886</b>	<b>244,886</b>	<b>45.8%</b>	

**FP Capital Project Fund #1 (Section 319 Fund - LRC Dam Removal)  
Fund 1905**

ACCOUNT & DESCRIPTION	BUDGET 2024	ACTUAL 2024	BUDGET 2025	BUDGET (AMID) 2025	Est. YTD 2025	BUDGET 2026	% CHANGE IN BUDGET	Notes
<b>Beginning Balance</b>	0	0	0		0			
<b>REVENUE &amp; TRANSFERS IN</b>								
190511 40300 Transfer In from Fund 1907		2480						Transfer from Capital Fund 1907
190511 40500 Transfer In from Fund 1913	504,842		504,842		0		-100.0%	Grant Proj. Reserve Fund 1913
190511 41350 Interest Income								
190511 42970 USEPA Section 319 Grant Award	504,842		504,842		0		-100.0%	Grant Award
190511 43880 Kendall County Escrow LR Creek	336,562		336,562		0		-100.0%	KC Escrow Transfer
Total Revenue & Transfers In	1,346,246	2,480	1,346,246		0		-100.0%	
<b>EXPENDITURE &amp; TRANSFERS OUT</b>								
190511 61390 Transfer to FP Fund 1913	504,842							
190511 70060 Consultant - A&E Services	110,000	2,480	107,520		0		0	
190511 70330 Construction	731,404		733,884		0		0	
Total Expenditure & Transfers Out	1,346,246	2,480	841,404		0		0	
<b>Revenue over/(under) Expenditure</b>	0	0	504,842		0		-100.0%	
<b>Ending Balance</b>	0	0	504,842		0		-100.00%	

**Fund 1907**

ACCOUNT & DESCRIPTION	BUDGET 2025	BUDGET (AMD) 2025	Est. Year End 2025	BUDGET 2026	% CHANGE IN BUDGET	BUDGET NOTES
<b>Beginning Balance</b>						
<b>REVENUE</b>						
190711 40280 Transfer In fm 2003/12 Bonds (Interest Earnings + L/C) - Fund 1902	452,854	452,854	452,854	504,864		
190711 40290 Transfer In fm FP General Fund(Interest Earnings) - Fund 1900						
190711 40300 Transfer In from 2007/15/16/17 Bond Proceeds Fund #1903 (950)						
190711 40330 Transfer In from Land Cash Fund #1910 (956)						
190711 40340 Transfer In from FRB Cropland Conversion #1909 (954)						
190711 40350 Transfer In from Project Improvement Fund #1906 (951)						
190711 40370 Transfer In from OSLAD Fund #1905						
190711 40370 Transfer In from RTP Fund #1908						
190711 40400 Transfer In from 2021 Bond Proceeds Fund #1912						
190711 40510 Transfer In from 2016/17 Bond 1903	66,500	66,500	66,500	66,500		Interest transfer's from 1903
190711 41350 Interest Income	23,000	23,000	23,000	23,000		
190711 42490 Other Revenue	188,714	310,890	370,890	23,000		ANR/TC Energy Easement
190711 43430 Grant Award - Morton Arboretum Landscape						
190711 43740 Grant Award - ICECF Reservation Woods						
190711 43760 Grant Award - IDNR Habitat Grant						
6 43770 Grant Award - ICECF K-12 Pollinator				0		
190711 43770 Grant Award - ICECF K-12 Pollinator						
190711 43780 Grant Award - ICECF Pilot Pollinator Meadows						
190711 43940 Grant Award - ComEd Open Spaces Green Region Grant		10,000	10,000			
<b>Total Revenue</b>	<b>278,214</b>	<b>410,390</b>	<b>410,390</b>	<b>89,500</b>	<b>73.4%</b>	
<b>EXPENDITURE</b>						
190711 61380 Transfer to Project Fund #1 (Fund 1905)	50,000	0				
190711 61370 Transfer to Project Fund #2 (Fund 1908)		7,380	7,380			
190711 61430 Transfer to Land Cash Fund - Reservation Woods						
190711 62160 Equipment Replacement Contingency	200,000	200,000	200,000	200,000		
190711 62160 Equipment Replacement - Mowers				30,000		Equipment Replacement Equipment Replacement - 2 - ZD1211 Mowers
190711 66500 Project Fund Expense	30,000	60,000	60,000	60,000		Capital Project Contingency Remaining Estimator Work
190711 68500 Ellis House Roof Replacement and Envelope	25,000	36,000	36,000	32,731		RPBB Mitigation Project Balance (ComEd - \$2.6K; Removed: IDNR Habitat: \$30.4K); KCFPD In-kind \$30.131)
190711 68500 Hoover Forest Preserve Habitat Mitigation Project	30,000	30,000	30,000	25,000		Remaining Estimator Work
190711 68500 Hoover Old Shop Roof Replacement and Envelope	25,000	25,000	25,000			Remaining Estimator Work
190711 68500 Maramech Forest Preserve Gate Replacement						
190711 68500 Project Fund Expense - Pickett Estate House Roof						
190711 68510 Project Fund Expense - ICECF K-12 Pollinator						
190711 68520 Project Fund Expense - ICECF Pollinator Meadows						
190711 68610 Project Fund Expense - Morton Arboretum Landscape						
<b>Total Expenditure</b>	<b>360,000</b>	<b>358,380</b>	<b>358,380</b>	<b>347,731</b>	<b>-9.4%</b>	
<b>Revenue Over/(Under) Expenditure</b>	<b>(81,786)</b>	<b>52,010</b>	<b>52,010</b>	<b>(258,231)</b>		
<b>Ending Balance</b>	<b>371,068</b>	<b>462,244</b>	<b>504,864</b>	<b>246,633</b>	<b>47.9%</b>	

**FP Capital Project Fund #2 (Hoover - Fox River Bluffs Public RTP Grant Project Fund)  
Fund 1908**

ACCOUNT & DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET (AMD)	Est. Year End	BUDGET	% CHANGE	Notes
	2022	2023	2024	2025	2025	2025	2026	IN BUDGET	
<b>Beginning Balance</b>	30,300	230,377	0	175,964	176,159	176,159	222,924	126.5%	
<b>REVENUE &amp; TRANSFERS IN</b>									
190811 40330 Transfer In from Land Cash Fund #1910	52,700								
190811 40380 Transfer In from Capital Fund #1907	143,023	0		50,000	7,380	7,380	0	0.0%	
190811 40500 Transfer In from Grant Reserve Fund #1913			200,000		124,666	124,666	0	0.0%	
190811 41350 Interest Income			193		2,758	2,303	0	0.0%	
190811 42970 Grant Award	177,100	0		200,000	200,000	200,000	0	0.0%	
190811 43800 Transfer In from Series 2021 Bond Proceeds Fund #1912	100,941	0		189,000	272,000	272,000	103,000	37.9%	
190811 43920 Revenue - Kendall County TAP Program	0	0							
<b>Total Revenue &amp; Transfers In</b>	<b>473,764</b>	<b>0</b>	<b>200,193</b>	<b>439,000</b>	<b>606,804</b>	<b>606,349</b>	<b>103,000</b>	<b>17.0%</b>	
<b>EXPENDITURE &amp; TRANSFERS OUT</b>									
190811 61390 Transfer Out to Fund 1913 Grant Reserve Fund		230,377		200,000			324,666		
190811 61420 Transfer Out to Fund 1907									
190811 66500 Other Expenditures									
190811 70330 Construction	244,292	0	24,036	386,704	502,558	502,558	57,026	0.0%	Assumes project completion by 11
190811 70650 Professional Services (Architect & Engineer)	29,395	0		28,260	57,026	57,026		0.0%	Assumes project completion by 11
<b>Total Expenditure &amp; Transfers Out</b>	<b>273,687</b>	<b>230,377</b>	<b>24,036</b>	<b>614,964</b>	<b>559,584</b>	<b>559,584</b>	<b>324,666</b>	<b>58.0%</b>	
<b>Revenue over/(under) Expenditure</b>	<b>200,077</b>	<b>(230,377)</b>	<b>176,157</b>	<b>(175,964)</b>	<b>47,220</b>	<b>46,765</b>	<b>(221,666)</b>	<b>-469.4%</b>	
<b>Ending Balance</b>	<b>230,377</b>	<b>0</b>	<b>176,158</b>	<b>0</b>	<b>223,379</b>	<b>222,924</b>	<b>1,258</b>	<b>0.6%</b>	

## FP Land Cash Fund 1910

Notes

ACCOUNT & DESCRIPTION	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET (AMD)	Est. Year End	BUDGET	% Change Budget
	2022	2023	2024	2024	2025	2025	2025	2026	
<b>Beginning Balance</b>									
<b>REVENUE</b>									
191011 40330 Transfer In From Land Cash	205,214	140,668	135,404	135,405	303,294	303,294	303,294	323,760	
191011 40380 Transfer in From Forest Preserve Capital Fund (1907)	0		114,737	164,001	80,000	0	0	52,474	
191011 41350 Interest Income				3,888	8,000	13,842	15,466	15,000	
191011 42490 Other Revenue	50								
191011 42910 Land Cash									
191011 42970 Grant Awards	124,271		75,000	0	150,000	5,000	5,000	165,000	
<b>Total Revenue</b>	<b>124,321</b>	<b>0</b>	<b>189,757</b>	<b>167,889</b>	<b>238,000</b>	<b>18,842</b>	<b>20,466</b>	<b>232,474</b>	<b>98.8%</b>
<b>EXPENDITURES</b>									
191011 61300 Transfer Out to Project Fund 1908	52,700								
191011 67410 Land Acquisition	136,167	5,264	0	0	539,676	322,136	0	556,234	
<b>Total Expenditure</b>	<b>188,867</b>	<b>5,264</b>	<b>0</b>	<b>0</b>	<b>539,676</b>	<b>322,136</b>	<b>0</b>	<b>556,234</b>	<b>166.0%</b>
<b>Revenue over/(under) Expenditure</b>	<b>-64,546</b>	<b>-5,264</b>	<b>189,757</b>	<b>167,889</b>	<b>-301,676</b>	<b>-303,294</b>	<b>20,466</b>	<b>-323,760</b>	
<b>Ending Balance</b>	<b>140,668</b>	<b>135,404</b>	<b>325,161</b>	<b>303,294</b>	<b>1,618</b>	<b>0</b>	<b>323,760</b>	<b>0</b>	

Grant-funded Land Acq. Proposals

## KCFP Liability Insurance Fund Fund 1911

ACCOUNT & DESCRIPTION	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET (AMD) 2025	Est. Year End 2025	BUDGET 2026	% CHANGE IN BUDGET
<b>Beginning Balance</b>	46,300	46,300	46,300	44,699	44,699	46,978	-3.5%
<b>REVENUE &amp; TRANSFERS IN</b>							
191111 40320 Transfer from FP Operation Fund							
191111 41350 Interest Income			599	2,000	2,279	2,000	
191111 42120 Insurance Claim Reimbursements	0	0		0			
<b>Total Revenue &amp; Transfers In</b>	<b>0</b>	<b>0</b>	<b>599</b>	<b>2,000</b>	<b>2,279</b>	<b>2,000</b>	<b>900.0%</b>
<b>EXPENDITURE</b>							
191111 68990 Claims/Deductibles	0	0	2,200	25,000		25,000	
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>2,200</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>0.0%</b>
<b>Revenue over/(under) Expenditure</b>	<b>0</b>	<b>0</b>	<b>(1,601)</b>	<b>(23,000)</b>	<b>2,279</b>	<b>(23,000)</b>	
<b>Ending Balance</b>	<b>46,300</b>	<b>46,300</b>	<b>44,699</b>	<b>21,699</b>	<b>46,978</b>	<b>23,978</b>	<b>0</b>

## KCFPD Grant Projects Reserve Fund Fund 1913

ACCOUNT & DESCRIPTION	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET (AMTD) 2025	Est. Year End 2025	BUDGET 2026	% Change Budget	Notes
REVENUE & TRANSFERS IN								
191311 40370 Transfer from FP Project Fund #1 (Fund 1905)				0				
191311 40390 ARPA Grant Award - Kendall County								
191311 40560 Transfer from FP Project Fund #2 (Fund 1908)						324,666	#DIV/0!	RTP Grant - Return of GPRF's
191311 40570 Transfer from FP Endowment (Fund #1904)						300,000	#DIV/0!	Subat Nature Center - Return of GPRF's
191311 41350 Interest Income			8,592	17,174	17,174	15,000	87.3%	
191311 42250 Revenue		3,931						
191311 42970 IDNR PARC Grant Award	368,999	459,201						
191311 43800 Transfer from Bond Proceeds #1912								
<b>Total Revenue &amp; Transfers In</b>	<b>368,999</b>	<b>463,132</b>	<b>8,592</b>	<b>17,174</b>	<b>17,174</b>	<b>639,666</b>	<b>372.46%</b>	
EXPENDITURE & TRANSFERS OUT								
191311 61360 Transfer to FP Project Fund #1 (Fund #1905)				0	0			
191311 61370 Transfer to FP Project Fund #2 (Fund #1908)			200,000	124,666	124,666		0.0%	Hoover-Fox River Bluffs Trail Project
191311 61570 Transfer to FP #1904 Endowment (Subat)			300,000					Subat Nature Center Project
191311 66500 Other Expenditures								
191311 68530 Preserve Improvements/Master Plan								
191311 70040 Supplies								
191311 70050 Contractual Services								
191311 70060 Consultants		666,621						
191311 70330 Construction	370,247	8,659						
191311 70650 Professional Services - A&E Services	20,514							
<b>Total Expenditure &amp; Transfers Out</b>	<b>390,760</b>	<b>675,281</b>	<b>500,000</b>	<b>124,666</b>	<b>124,666</b>	<b>0</b>	<b>0.0%</b>	
Revenue over/(under) Expenditure		(212,148)	(491,408)	(107,492)	(107,492)	639,666	-595.1%	
Ending Balance	1,040,348	828,200	336,792	229,301	229,301	868,967	379.0%	

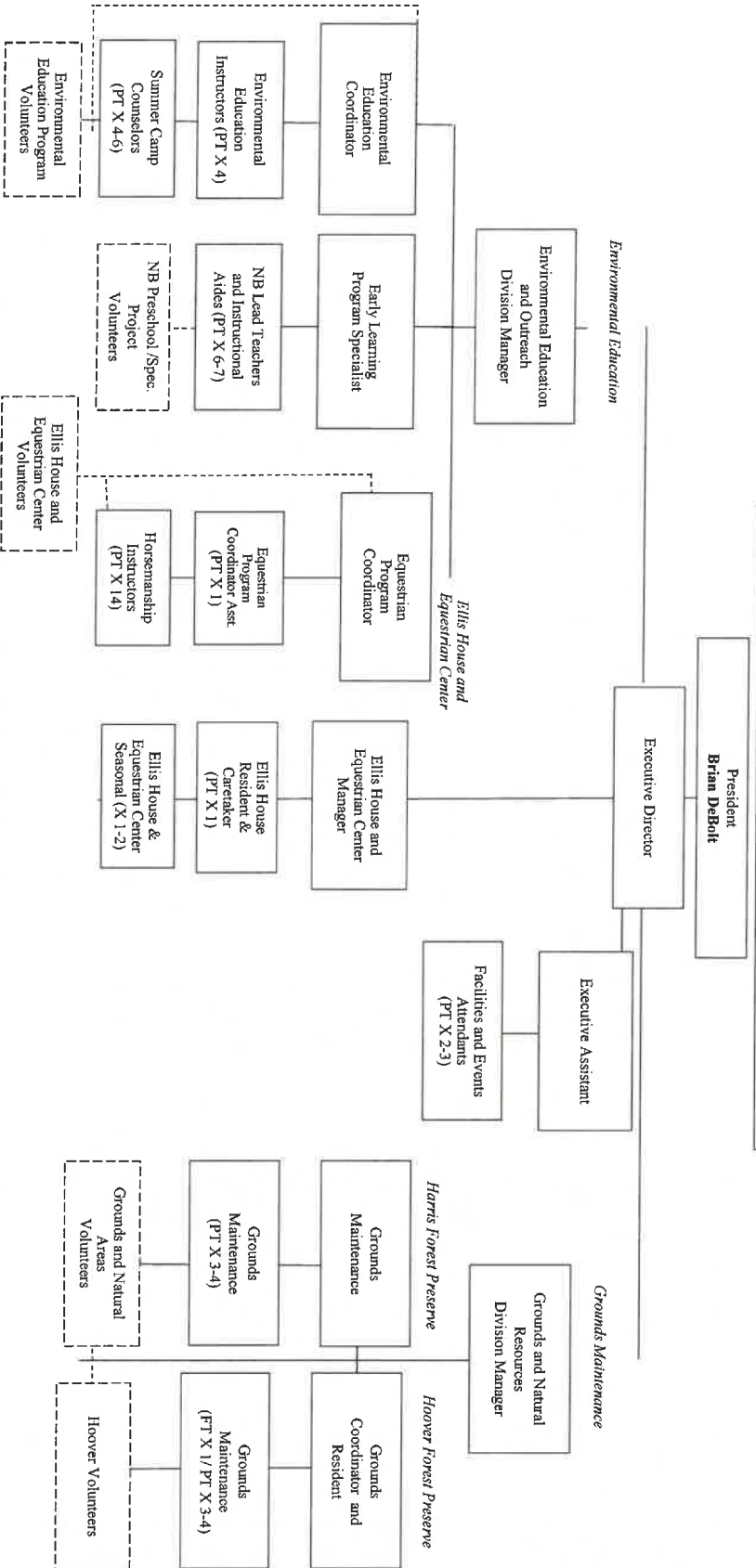
**FOREST PRESERVE DEBT SERVICE - SERIES 2021  
Fund 1915**

ACCOUNT & DESCRIPTION	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET (AMND) 2025	BUDGET 2026	% CHANGE IN BUDGET
<b>Beginning Balance</b>		46,652	65,335	66,895	65,520	
<b>REVENUE</b>						
191511 40510 Transfer from Debt Service Fund 1903			1,937			
191511 41010 Current Tax	81,818	84,244	82,170	81,544	84,544	3.7%
191511 41350 Interest Income	1	58	508	700	100	-85.7%
<b>Total Revenue</b>	<b>81,818</b>	<b>84,302</b>	<b>84,614</b>	<b>82,244</b>	<b>84,644</b>	<b>-0.5%</b>
<b>EXPENDITURE</b>						
191511 66500 Miscellaneous Expenditure	338	0		475	475	0.0%
191511 68640 Fiscal Agent Fee	475	475	475	1,100	1,100	0.0%
191511 68790 Debt Service - Interest Series 2021	34,354	35,144	33,544	32,044	30,544	-4.7%
191511 68800 Debt Service - Principal Series 2021		30,000	50,000	50,000	50,000	0.0%
<b>Total Expenditure</b>	<b>35,166</b>	<b>65,619</b>	<b>84,019</b>	<b>83,619</b>	<b>82,119</b>	<b>-1.8%</b>
<b>Revenue over/(under) Expenditure</b>	<b>46,652</b>	<b>18,683</b>	<b>596</b>	<b>(1,375)</b>	<b>2,525</b>	<b>-283.7%</b>
<b>Ending Balance</b>	<b>46,652</b>	<b>65,335</b>	<b>65,931</b>	<b>65,520</b>	<b>68,045</b>	<b>3.9%</b>

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
FY25-26 ORGANIZATIONAL CHART  
LEADERSHIP TRANSITION TEAM  
COMMISSION APPROVAL DATE: November 18, 2025**



**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 Gangler, Jason Peterson  
 District 2: Zach Bachmann, Elizabeth Flowers, Brooke Shanley  
 Deputy Administrator: Kendall County



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

**THIS AGREEMENT** ("Lease Agreement") is made and entered into this 18TH day of November, 2025, by and between the Kendall County Forest Preserve District ("District"), a unit of local government, ("Employee-Tenant") and Shannon Prette (referred to as "Tenant"), an individual currently residing at the Ellis House, 13986 McKanna Rd, Minooka, IL 60447, for and in consideration of the covenants and obligations contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

**1. PURPOSE.**

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

**2. PROPERTY.**

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

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

**3. TERM.**

3.1 Term. The term of this Lease Agreement commences on December 1, 2025 and shall terminate immediately upon (a) the Employee-Tenant's separation of employment from the District; (b) the Employee-Tenant's reassignment to a different position at the District; or (c) one (1) year after the date of commencement of December 1, 2025 following both parties' execution of this Lease Agreement, whichever occurs first.

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

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

**4. RENT.**

4.1 Rent. The rent for the Residence shall be three hundred fifty seven dollar and fifty cents (\$357.5) per week. This amount includes the cost of Utilities as discussed in Section 12 of this Lease Agreement. The weekly rent payment shall be due and owing on the Saturday immediately following the conclusion of the weekly rental period. For purposes of this Agreement, a week shall be Saturday through Friday. The parties agree that only a single monthly rent payment of four hundred dollars and zero cents (\$400.00) shall be due and owing from Tenants to the District in any month that Employee-Tenant is employed by the District. The balance of the weekly rent value shall be considered a part of the Employee-Tenant's total compensation package during his or her employment with the District as Ellis House Caretaker. Weekends and holidays do not delay or excuse Tenants' obligation to timely pay rent.

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

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

4.4. Order in which funds are applied. The District will apply all funds received from Tenant first to any non-rent obligations of Tenant including late charges, returned check charges, charge-backs for repairs, and brokerage fees, then to rent, regardless of any notations on a check.

**5. SECURITY DEPOSIT.**

5.1 Amount. Tenant has deposited with the District the required sum of two-hundred fifty dollars and no cents (\$250.00), as security for any damage caused to the Residence during the term hereof.

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

**A. Deductions.**

District may deduct reasonable charges from the security deposit for:

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

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

**6. USE OF RESIDENCE.**

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

**7. CONDITION OF RESIDENCE.**

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

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

**8. DEFAULTS & REMEDIES,**

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

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

**9. ASSIGNMENT AND SUB-LETTING.**

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

**10. ALTERATIONS AND IMPROVEMENTS.**

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

**11. HAZARDOUS MATERIALS.**

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

## **12. UTILITIES.**

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

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

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

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

## **13. MAINTENANCE, REPAIR, AND RULES.**

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

- A. Not obstruct the driveways, sidewalks, courts, entry ways, stairs and/or halls, which shall be used for the purposes of ingress and egress only;
- B. Keep all windows, glass, window coverings, doors, locks and hardware in good, clean order and repair;
- C. Not obstruct or cover the windows or doors;
- D. Not leave windows or doors in an open position during any inclement weather;
- E. Not hang any laundry, clothing, sheets, etc., from any window, rail, porch or balcony nor air or dry any of same within any yard area or space;
- F. Not cause or permit any locks or hooks to be placed upon any door or window without the prior written consent of District;
- G. Keep all lavatories, sinks, toilets, and all other water and plumbing apparatus in good order and repair and shall use same only for the purposes for which they were constructed. Tenants shall not allow any sweepings, rubbish, sand, rags, ashes or other substances to be thrown or deposited therein. Any damage to any such

apparatus and the cost of clearing stopped plumbing resulting from misuse shall be borne by Tenants;

- H. Ensure Tenants' family and guests at all times maintain order in the Residence and at all places on the Residence, and shall not make or permit any loud or improper noises, or otherwise disturb other visitors and District users;
- I. Keep all radios, television sets, stereos, etc., turned down to a level of sound that does not annoy or interfere with other District users;
- J. Deposit all trash, garbage, rubbish or refuse in the locations provided at the Residence and not allow any trash, garbage, rubbish or refuse to be deposited or permitted to stand on the exterior of the Residence;
- K. Abide by and be bound by any and all rules and regulations affecting the Residence or Tenants which may be adopted or promulgated by the District's Board of Commissioners.

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

**14. DAMAGE TO RESIDENCE.**

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

**15. ACCESS BY DISTRICT.**

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

- A. Inspect the Property for condition;
- B. Make repairs;
- C. Show the Property to prospective Tenants, inspectors, fire marshals, appraisers, or insurance agents;

D. Exercise a contractual or statutory lien;

E. Leave written notice; or

F. Seize non-exempt property after default.

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

**16. RENTERS' INSURANCE**

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

**17. SUBORDINATION OF LEASE AGREEMENT.**

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

**18. ANIMALS.**

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

**19. WATERBEDS.**

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

**20. QUIET ENJOYMENT.**

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

**21. INDEMNIFICATION.**

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

**22. FORCE MAJEURE.**

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

**23. EXPENSES AND COSTS.**

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

**24. RECORDING OF LEASE AGREEMENT.**

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

**25. GOVERNING LAW.**

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

**26. SEVERABILITY.**

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

**27. BINDING EFFECT.**

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

**28. DESCRIPTIVE HEADINGS.**

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

**29. NON-WAIVER.**

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

**30. MODIFICATION.**

The parties hereby agree that this document contains the entire agreement between the parties and this Lease Agreement shall not be modified, changed, altered, or amended in any way except through a written amendment signed by all of the parties hereto. The parties further agree that the previous agreement dated December 1, 2025 is hereby rescinded in its entirety effective November 30, 2026.

**31. NOTICE.**

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

**32. APPROVAL.**

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

**As to District this 18th day of November, 2025.**

DISTRICT:

Sign: \_\_\_\_\_  
Brian DeBolt, President

Print: \_\_\_\_\_ Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Antoinette White, Acting Executive Director

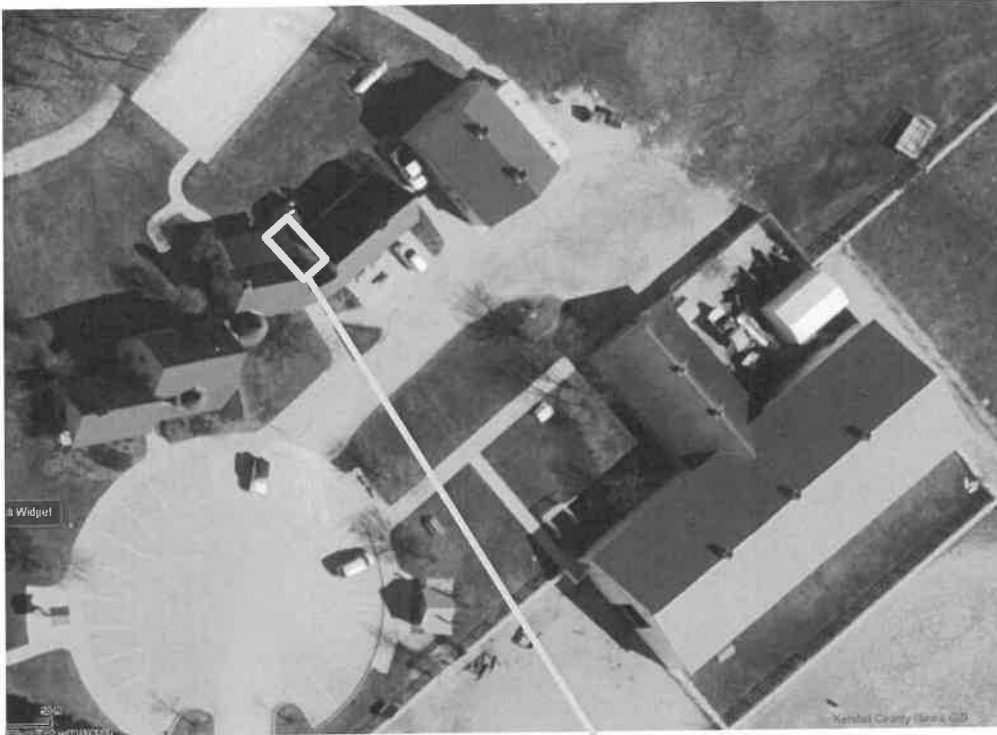
**As to Tenant, this 18th day of November, 2025.**

TENANT:

Sign: \_\_\_\_\_  
Shannon Prette

Print: \_\_\_\_\_ Date: \_\_\_\_\_

**EXHIBIT A:**



Location of 2<sup>nd</sup> Floor Studio Apartment at Ellis House and Equestrian Center

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

**THIS Pet Addendum** ("Addendum") is incorporated as if fully set forth in the Kendall County Forest Preserve District Ellis House Caretaker Lease Agreement made and entered into on the 18th day of November, 2025, by and between the Kendall County Forest Preserve District ("District"), a unit of local government, and Shannon Prette ("Employee-Tenant") referred to as "Tenant", an individual currently residing at 13986 McKanna Rd, Minooka, IL 60447 ("Lease Agreement"). For and in consideration of the covenants and obligations contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

**1. INCORPORATION.**

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

**2. PURPOSE.**

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

**3. PETS.**

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

Name: <u>Belli</u>	Name: <u>Storm</u>	Name: <u>Karmello</u>
Breed: <u>Tabby</u>	Breed: <u>Tabby</u>	Breed: <u>Tabby</u>
Color: <u>Orange</u>	Color: <u>Grey</u>	Color: <u>Grey</u>

Tenant requests and is extended permission to keep a third domestic cat with breed description to-be-submitted.

**4. ADDITIONAL RENT.**

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

**5. PET SECURITY DEPOSIT.**

Tenants must also post an additional Pet Security Deposit in the amount of zero dollars and no cents (\$0.00). The Pet Security Deposit, intended to cover the costs of all cleaning and repairs

required as a result of the Pets, is waived by the District. The Pet Security Deposit is subject to all of the terms of the Security Deposit identified in section five (5) of the Lease Agreement and is due upon execution of the Lease Agreement.

**5. RULES AND MAINTENANCE.**

Tenants agree to the following requirements:

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

**6. INDEMNIFICATION.**

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

**7. REVOCATION.**

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

**8. DEFAULT.**

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

**As to District this 18th day of November, 2025.**

DISTRICT:

Sign: \_\_\_\_\_  
Brian DeBolt, President

Print: \_\_\_\_\_ Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Antoinette White, Acting Executive Director

**As to Tenants, this 18th day of November, 2025.**

TENANTS:

Sign: \_\_\_\_\_  
Shannon Prette

Print: \_\_\_\_\_ Date: \_\_\_\_\_

**ORDINANCE NO. 25-11-004**

**AUTHORIZING THE EXECUTION OF A LICENSE AGREEMENT BETWEEN THE KENDALL COUNTY FOREST PRESERVE DISTRICT AND SUNRISE NORTH THERAPEUTIC RIDING, INC. FOR THE OPERATION OF A THERAPEUTIC RIDING PROGRAM AT ELLIS HOUSE AND EQUESTRIAN CENTER**

WHEREAS, the Kendall County Forest Preserve District ("DISTRICT") owns certain property at Baker Woods Forest Preserve in Kendall County commonly known as the Ellis House and Equestrian Center; and

WHEREAS, there is located on said property buildings and improvements commonly known as the Ellis House, Ellis Stable and Indoor Riding Arena, Outdoor Riding Arena, Fenced Feed Lot and Pastures, and Storage Barn; and

WHEREAS, the DISTRICT desires to continue to accommodate the operation of the Sunrise North Therapeutic Riding, Inc. ("LICENSEE") therapeutic riding program for individuals with disabilities; and

WHEREAS, due to its limited resources, the DISTRICT has determined that the most efficient and cost-effective manner of operating a therapeutic riding program is through the licensing of an outside organization; and

WHEREAS, LICENSEE is a not-for-profit 501(C)3 charitable organization incorporated for the specific purpose of providing therapeutic equestrian activities for individuals with disabilities; and

WHEREAS, pursuant to the Downstate Forest Preserve District Act (70 ILCS 805/7b) the DISTRICT is authorized to issue a license for any activity reasonably connected with DISTRICT purposes; and

WHEREAS, the DISTRICT and LICENSEE desire to continue the operation of a therapeutic riding program at the Ellis House and Equestrian Center as provided for herein.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the Kendall County Forest Preserve District as follows:

1. The recitals set forth above are incorporated herein and made part hereof.
2. The President is hereby authorized to sign, and the Secretary is hereby directed to attest to, the agreement attached hereto and made a part hereof as Exhibit 1 entitled "A License Agreement for the Operation of a Therapeutic Riding Program at Ellis House and Equestrian Center."
3. The Executive Director is hereby delegated the responsibility of carrying out the terms of said License Agreement.
4. The Secretary is hereby directed to transmit a certified copy of this Ordinance to the Executive Director, and Board of Trustees of Sunrise North Therapeutic

Draft for Commission Approval : 11-18-25

Riding, Inc., to the attention of Kris Mondrella, 23061 South Thomas Dillon Drive, Channahon, IL 60410.

PASSED AND APPROVED by the President and Board of Commissioners of the Kendall County Forest Preserve District this 18th day of November, 2025.

APPROVED: \_\_\_\_\_

President

ATTEST: \_\_\_\_\_

Secretary

**EXHIBIT 1**

**A LICENSE AGREEMENT FOR THE OPERATION OF A THERAPEUTIC RIDING PROGRAM AT ELLIS HOUSE AND EQUESTRIAN CENTER**

THIS LICENSE AGREEMENT is made and entered into by and between the KENDALL COUNTY FOREST PRESERVE DISTRICT, ILLINOIS, a body corporate and politic, hereinafter referred to as the "DISTRICT," and SUNRISE NORTH THERAPEUTIC RIDING, INC., an Illinois not-for-profit corporation, hereinafter referred to as the "LICENSEE."

**WITNESSETH:**

WHEREAS, the DISTRICT owns certain property in Kendall County at Baker Woods Forest Preserve commonly known as the Ellis House and Equestrian Center; and,

WHEREAS, there is located on said property buildings and improvements commonly known as the Ellis House, Ellis Stable and Indoor Riding Arena, Outdoor Riding Arena, Fenced Feed Lot and Pastures, and Storage Barn; and,

WHEREAS, the DISTRICT desires to continue to accommodate the operation of the LICENSEE'S therapeutic riding program for individuals with disabilities; and,

WHEREAS, due to its limited resources, the DISTRICT has determined that the most efficient and cost-effective manner of operating a therapeutic riding program is through the licensing of an outside organization; and,

WHEREAS, LICENSEE is a not-for-profit 501(C)3 charitable organization incorporated for the specific purpose of providing therapeutic equestrian activities for individuals with disabilities; and,

WHEREAS, pursuant to the Downstate Forest Preserve District Act (70 ILCS 805/7b) the DISTRICT is authorized to issue a license for any activity reasonably connected with DISTRICT purposes; and,

WHEREAS, the DISTRICT and LICENSEE desire to continue support for the operation of a therapeutic riding program at the Ellis House and Equestrian Center as provided for herein.

NOW, THEREFORE, in consideration of the mutual promises, terms, and conditions set forth herein, the parties agree as follows:

**1.00 LICENSE GRANTED**

1.01 Purpose: Except as otherwise provided in Section 4.05, LICENSEE, as the DISTRICT's exclusive licensee, is hereby authorized to operate a therapeutic riding program as defined in Section 1.02 for furthering the purposes and objectives of the DISTRICT. This Agreement grants only a contractual license to use the Subject Property under the terms and conditions state herein. Further, the rights granted by DISTRICT herein shall vest only in LICENSEE and no such

rights shall vest in any of LICENSEE'S employees, agents, subcontractors or partners, if any. Nothing in this Agreement shall be construed to convey to Licensee any legal or equitable interest in the Subject Property containing the LICENSED PREMISES.

1.02 Licensed Premises: The LICENSED PREMISES shall consist of exclusive rights and use of up to five of the ten horse stalls and a tack and equipment storage area at the Ellis Stable, including shared and scheduled access and use of the attached Indoor Arena within the access limits set forth in Sections 2.04 and 2.05, access and use of the Outdoor Arena, Fenced Feed Lot and Pasture Areas; access and use of the Storage Barn within the limits set forth in Sections 2.04 and 2.05; access and use of the Ellis House Reception Area and Classroom within the limits set forth in Sections 2.04 and 2.05; and use of the Ellis House subject to the limits set forth in Sections 2.04 and 2.05. LICENSEE acknowledges that all areas are shared use and subject to modification with advance notice as described in Section 4.05.

1.03 License Fees and Charges: During the term of the agreement (January 1, 2026 to December 31, 2026) LICENSEE shall pay the DISTRICT a monthly license fee of one thousand dollars (\$1,000.00) on the first day of each month.

1.04 Use of Parking Areas, Entry Drives and Trails: Licensee shall have the right to utilize the main parking area adjacent to Ellis House, including access to ADA parking stalls, and the overflow gravel lot for staff, volunteer and program participant parking. Additionally, LICENSEE shall have the right to use the limestone surfaced trails for horse riding and conditioning of horses.

1.05 Condition of the Licensed Premises: The LICENSEE has inspected the LICENSED PREMISES and structures prior to signing this Agreement and accepts the conditions of these "as is" and in the condition they exist as of the date of the Agreement, and further agrees to make no demands on the DISTRICT for any improvements, modifications or alterations.

1.06 Term: This Agreement shall be for the term of twelve (12) months commencing from January 1, 2026 and ending upon December 31, 2026. LICENSEE may, subject to written approval of the DISTRICT, renew this agreement for an additional three-year term, provided that LICENSEE serves written notice thereof on the DISTRICT'S Executive Director at least ninety (90) days prior to the expiration of the Agreement. This Agreement and terms, including annual License fees, will be reviewed on an annual basis, or as the need arises, to address changes in the scope of DISTRICT or LICENSEE operations, with any proposed amendments subject to approval in writing by the DISTRICT'S Board of Commissioners and the LICENSEE'S Board of Trustees.

## **2.00 LICENSEE RIGHTS**

2.01 Coordination and Scheduling: LICENSEE shall have the exclusive responsibility for scheduling all LICENSEE activities on the LICENSED PREMISES. If LICENSEE wishes to conduct a program that extends beyond the established carrying capacity, LICENSEE shall obtain a Special Use Permit from

the DISTRICT. The DISTRICT will consider waiving fees and charges for use of the Ellis House and grounds and use of tables and chairs to support LICENSEE fundraising activities provided the proposed event or activity is scheduled during off-peak rental periods so as not to impact potential revenues.

2.02 Horse Care: The DISTRICT shall be required to stall-feed daily supplements and grain to LICENSEE horses six days per week, each and every week, Tuesday through Saturday, and Sunday evenings. The LICENSEE shall extend horse care and feeding of all DISTRICT and LICENSEE horses on Sunday mornings and Mondays of each week, each and every week, with this schedule subject to modification in coordination with Ellis House and Equestrian Center horse care staff members.

The DISTRICT shall provide stall boarding with daily pasture and/or feed lot turnout for pasture grass and/or grass hay feeding subject to weather and ground conditions and at the discretion of the DISTRICT and LICENSEE. The DISTRICT shall provide grass hay for feeding from its hayfield harvest stores. The LICENSEE shall pay for all required grain and supplements for its horses, and the DISTRICT shall pay for all required grain and supplements for its four horses.

The DISTRICT is responsible for insuring that water is available at all times to the LICENSEE'S horses. The DISTRICT will check to insure water supplies are adequate twice daily Tuesdays through Sundays, and on Mondays with advanced notice where the DISTRICT is covering horse care responsibilities for the LICENSEE.

LICENSEE horses will be stalled during overnight hours, with the DISTRICT providing sufficient stall shavings at the DISTRICT'S cost subject to the LICENSEE'S care instructions. The DISTRICT shall clean the LICENSEE'S assigned stalls once daily Tuesday through Sunday of each week, replacing stall shavings as needed per instructions from the LICENSEE.

The LICENSEE and the DISTRICT shall cooperatively arrange and schedule for routine veterinary and farrier care services, as it is understood that the LICENSEE and DISTRICT will recognize cost efficiencies from reducing scheduled visits. The DISTRICT and the LICENSEE shall each pay veterinary and farrier costs incurred for the horses owned by each entity separately, and professional service providers shall be directed to bill each entity separately. Any visits beyond routine appointments will be scheduled and paid in full separately by each entity for its owned horses.

2.03 Horse Use in Programs: The LICENSEE and the DISTRICT agree to extend shared use of horses to support each entity's program services. Shared use shall be determined based on suitability for use and exchange within programs, with the understanding that the capacity of both programs will benefit from the exchange. The LICENSEE may limit access and use of LICENSEE horses should LICENSEE horse behavior or health issues warrant limiting of program exchanges. The DISTRICT may limit access and use of DISTRICT horses should DISTRICT horse behavior or health issues warrant limiting of

program exchanges. LICENSEE may elect to extend training to DISTRICT horses in order to improve behavior and program suitability.

2.04 Monthly Schedule: LICENSEE and the DISTRICT will cooperate with coordination of a shared schedule of activities and programs to be held on the LICENSED PREMISES in order to enable the DISTRICT and LICENSEE to schedule and coordinate all program activities and events, as well as perform necessary maintenance, construction, and ensure site security of DISTRICT facilities. Each month's schedule shall be posted to both the stable schedule organizer and DISTRICT'S master calendar updated in real time as reservations are scheduled. Any changes to the schedule which will impact the DISTRICT staff and programs, or the LICENSEE'S staff and programs shall be immediately conveyed in writing to the DISTRICT'S Equestrian Program Coordinator and Farm Manager, and the LICENSEE'S program coordinator.

2.05 Use Limits: LICENSEE may accept program reservations for use of the LICENSED PREMISES up to 6-months prior to the program delivery date on a rolling calendar basis. LICENSEE shall avoid scheduling programming during afternoon hours where weddings or other large events are scheduled. LICENSEE peak program activity is Sunday and Monday of each week, with a limited number of additional sessions scheduled on Tuesdays, Wednesdays, and Thursdays.

During the winter months where Indoor Arena use is shared, and during the summer months where Outdoor Arena use is shared (or the Indoor Arena in case of inclement weather), the DISTRICT and LICENSEE will split the arena in use into two equal areas, or stagger lesson times for full arena use, and the DISTRICT will limit scheduling to no more than two lesson students for participation at any one time.

LICENSEE will limit accepting reservations year-round on those dates where the DISTRICT has scheduled a birthday party or summer camp program where it is understood that the DISTRICT may have need for use of up to two of the LICENSEE'S horses to support its summer camp program subject to the provisions outlined in Section 2.03.

LICENSEE shall have the usage of the facility for all of their current riding clients, including those that are not involved in the therapeutic riding program. However, any new clients/riders that are seeking lessons or riding in the future, and who are not in the therapeutic riding program, shall be referred to the DISTRICT for such services.

2.06 Licensee Staff and Volunteer Access: LICENSEE shall have access to LICENSED PREMISES at all times during the LICENSEE'S programs. The LICENSEE is fully responsible for, and assumes full liability for its paid employees, staff, volunteers and patrons during all scheduled use of the LICENSED PREMISES during its therapeutic riding sessions, programmed use of facilities, and support of horse care operations and maintenance.

2.07 Improvements: LICENSEE may, at its expense, make or construct or cause to be constructed, alterations, repairs or other improvements to the LICENSED PREMISES, provided written approval is first obtained from the DISTRICT'S Board of Commissioners. Absent a written agreement to the contrary, LICENSEE shall not be entitled to reimbursement of the value of any improvements made to the LICENSED PREMISES.

2.08 Caterers: When a caterer is to be utilized by LICENSEE, LICENSEE shall be responsible for selecting a caterer from the Ellis House Approved Caterer's List and/or selecting a caterer that both qualifies for, and submits an application for enrollment in the District's Approved Caterers' program.

2.09 Licensee Staff: LICENSEE shall employ sufficient paid staff and unpaid volunteers to operate and manage the LICENSEE'S program, and shall discipline any employee or volunteer whose conduct or activity shall, in the reasonable exercise of discretion, be deemed as detrimental to the interest of the public utilizing the LICENSED PREMISES. The DISTRICT shall also have the authority to remove any employee or volunteer from the LICENSED PREMISES in their sole discretion whenever the Executive Director determines such action to be in the DISTRICT'S best interest. The DISTRICT will make a reasonable attempt to contact the LICENSEE upon taking such action. *Also see Section 2.06.*

2.10 Sales: LICENSEE may sell items appropriate to its programs and events in accordance with the guidelines of the DISTRICT, and may charge admission or service fees for its programs and functions held on the LICENSED PREMISES. Unless specifically authorized by the DISTRICT, no other group or individual utilizing the LICENSED PREMISES shall be allowed to sell any goods or items other than food or non-alcoholic beverages, nor may they charge the public any entrance, admission or service fees without the written approval of the DISTRICT.

2.11 Prices: LICENSEE shall at all times maintain fair and reasonable prices and make available to the DISTRICT and public a complete list of the prices for all goods and services, or combinations thereof, supplied to the public on or from the LICENSED PREMISES. LICENSEE shall establish its prices on the basis of the following considerations; (1) that the License is intended to serve the needs of the public at fair and reasonable cost; (2) comparability with prices charged in the Kendall County area for similar goods or services; and (3) the reasonableness of the prices charged in view of the cost of providing the goods and services in compliance with the obligations assumed by the LICENSEE under this agreement.

2.12 Fixtures: LICENSEE shall not install any fixtures on the LICENSED PREMISES without the written approval of the DISTRICT'S Executive Director. As used in this Agreement, "fixture" means any item or article which is permanently attached to the LICENSED PREMISES, or which is attached in such a manner that its removal would result in substantial damage to the LICENSED PREMISES. All fixtures installed by LICENSEE shall become the property of the

DISTRICT. LICENSEE shall not be entitled to reimbursement for the value of any fixture installed on the LICENSED PREMISES.

2.13 Signs: LICENSEE may erect a sign it determines necessary for the operation of LICENSED PREMISES, but only if prior written approval therefore is obtained from the DISTRICT'S Executive Director. LICENSEE shall pay the costs related to the installation and maintenance of any sign. In addition, LICENSEE may display temporary signs for the sole purpose of identifying the location of and direction to the event, provided that the signs shall not be larger than 24" X 30" and shall be removed immediately upon the conclusion of the event. No temporary sign shall contain any political or commercial advertisement or endorsement.

2.14 Security Devices: LICENSEE may, at its expense, install any legal security system or equipment designed for the purpose of protecting LICENSEE'S property (fixtures/personal property) from theft, burglary, vandalism, smoke or fire, provided written approval for installation is first obtained from the DISTRICT'S Executive Director. Expenses for maintaining or repairing any such system or equipment, or any false alarm charges related thereto, shall be paid by the LICENSEE. LICENSEE shall not be responsible for any expense of any legal security system or equipment installed by the DISTRICT or designed for the purpose of protecting the DISTRICT'S property from smoke, fire, or theft.

### **3.00 LICENSEE RESPONSIBILITIES**

3.01 Compliance with Laws: LICENSEE shall comply with all applicable municipal, County and DISTRICT ordinances, state and federal laws and regulations, and all DISTRICT rules and regulations now in force or hereafter promulgated. LICENSEE shall obtain from the appropriate regulatory authority all necessary permits or licenses prior to beginning the construction of any improvements permitted under Section 2.07.

3.02 Trade Fixtures and Personal Property: LICENSEE shall provide such trade fixtures, equipment, riding implements, and other items as are required to properly operate LICENSEE programs. Within 14 days following the expiration of this Agreement, LICENSEE shall remove all trade fixtures, equipment, implements and other items from the LICENSED PREMISES, excluding such fixtures or improvements for which removal would damage or adversely impact DISTRICT grounds and buildings.

If LICENSEE fails to remove its fixtures, equipment, and other implements within said 14-day period, all right, title, and interest in and to such fixtures, equipment, and other implements shall vest in the DISTRICT. In addition, the DISTRICT may charge the LICENSEE for the cost of removing any fixtures, equipment, or other implements from the LICENSED PREMISES.

In the event the DISTRICT terminates this Agreement as a result of default by LICENSEE, the DISTRICT may retain such fixtures, equipment, or other implements on the LICENSED PREMISES as is necessary, in the DISTRICT'S discretion, to mitigate any damages caused by the LICENSEE, and such fixture,

equipment or implements shall become the property of the DISTRICT. If the DISTRICT elects not to retain any fixtures, equipment or implements, LICENSEE shall remove same from the LICENSED PREMISES within 30 days after the DISTRICT serves written notice of said election. If LICENSEE fails to remove its trade fixtures, equipment, and implements within the 30-day period, all right, title, and interest in and to such fixtures, equipment, and implements shall vest in the DISTRICT. In addition, the DISTRICT may charge LICENSEE for the cost of removing any fixtures, equipment, implements or other items from the LICENSED PREMISES.

3.03 Temporary Structures: LICENSEE may place temporary structures on the grounds of the LICENSED PREMISES. As used herein, temporary structures include, but are not limited to, tents, portable stages, tables, booths, bleachers, inflatables, electrical power sources, water services and communication equipment. All temporary structures shall be located in such a manner as to have the least impact on the ground and shall be removed within a reasonable time following the conclusion of a particular function. Any temporary structure that requires staking or digging shall require a proper underground utility survey. The DISTRICT reserves the right to restrict location of temporary structures if damage has occurred or where the DISTRICT determines in its sole discretion that the temporary structure is not appropriate for a location based on environmental, natural resource, or safety considerations.

3.04 Damage to District Property: LICENSEE shall be responsible for any damage to LICENSED PREMISES as a result of LICENSEE activities including, but not limited to, turf and ornamental landscape features, walls, floors, stairways, planters, underground utilities, and to the interiors or exteriors of buildings.

3.05 Payment and Collection of Taxes: LICENSEE shall collect and pay any sales tax or other required taxes in connection with the operation of the LICENSEE'S programs.

3.06 Disorderly Persons: LICENSEE shall not allow any disorderly person to remain on the LICENSED PREMISES.

3.07 Illegal Activities: LICENSEE shall not permit any illegal activity to be conducted upon the LICENSED PREMISES or on any other DISTRICT property and shall promptly notify the Kendall County Sherriff's Office through KenCom to assist in the removal of disorderly persons if necessary.

3.08 Habitation: The LICENSED PREMISES shall not be used as a living quarters for LICENSEE paid staff or volunteers.

3.09 Promotion: LICENSEE shall be responsible for promoting the LICENSEE'S programs to the general public. The DISTRICT and LICENSEE will support opportunities to cross-promote services including, but not limited to website content and information linkages, electronic newsletter features, annual reports, newspaper media, and social medial channels. The DISTRICT and LICENSEE will support joint opportunities to raise funds needed for operations

and capital improvements, with fundraising plans subject to approval by both the DISTRICT'S Board of Commissioners and LICENSEE'S Board of Trustees.

3.10 Custodial Maintenance and Horse Care: LICENSEE shall be responsible for supporting the maintenance and horse care of the Ellis House and Equestrian Center in a reasonably clean, safe and sanitary condition and for performing normal custodial maintenance before and following LICENSEE programs, including, but not limited to, sweeping of the barns and walkways, cleanup of tack and equipment, removal of manure from stalls, feed lot, and pasture areas, and reporting any needed maintenance to buildings and grounds to the DISTRICT. Specific horse care responsibilities are detailed in Section 2.02.

3.11 Sanitation: LICENSEE shall be responsible to support the maintenance of the Ellis House and Equestrian Center in a clean and sanitary condition. LICENSEE shall not permit any debris, refuse, offensive matter or substance constituting a health or fire hazard to remain or accumulate on the LICENSED PREMISES. The DISTRICT will provide the LICENSEE with access to facility dumpsters for trash and recycling, and access to the manure pile. In no event shall refuse be permitted to overflow from the dumpsters or from any receptacle furnished by the DISTRICT.

3.12 Outdoor Articles: LICENSEE shall, at its own expense, move outdoor articles such as, but not limited to, picnic tables, lawn furniture, portable stages or bleachers, tents, or portable toilets, in order to permit the DISTRICT to maintain the turf grounds of the Ellis House and Equestrian Center premises. The DISTRICT shall reasonably accommodate the needs of the LICENSEE in scheduling turf, grounds, and arena area maintenance.

3.13 Botanical Exhibits: Any LICENSEE plans for all horticultural improvements shall be approved by the DISTRICT'S Executive Director prior to installation.

3.14 Accounting and Financial Reporting: LICENSEE shall maintain books and records of the LICENSEE'S programs in conformity with generally accepted accounting principles so as to present fairly and accurately the financial position and results of operating the LICENSEE program.

The books and records maintained shall consist of:

- a. Books of original entry, such as cash receipts;
- b. An accounting of expenditures prepared in a businesslike manner with approved documentation for each expenditure; and
- c. Documentation required to verify payment of applicable state, federal and local taxes, such as, but not limited to, tax returns.

LICENSEE also shall provide the DISTRICT with an annual accounting report or audit. This report shall be furnished in a timely and businesslike manner, and shall include a management letter delivered to the DISTRICT'S Executive Director. All

records and systems shall be available to the DISTRICT for inspection at any time during the term of the Agreement.

3.15 Days and Hours of Operation: LICENSEE shall make all reasonable attempts to schedule LICENSEE programs within this Agreement during the day and evening hours for year-round use on a seven day per week basis. The general use periods for any program day shall not begin earlier than 6:00 am, or end later than 11:00 pm. Any exceptions to the use hours must be approved in advance by Special Use Permit from the DISTRICT. LICENSEE shall also publish public phone numbers and email addresses in order to provide telephone answering service during staffed and non-staffed hours, and shall promptly respond to all public phone inquiries within 72 hours.

During the hours when preserves are normally closed (beginning one hour after sunset and ending one hour after sunrise), all areas not part of the Ellis House and Equestrian Center LICENSED PREMISES shall be closed to the LICENSEE'S patrons, staff and volunteers unless otherwise allowed by a Special Use Permit from the DISTRICT.

3.16 Utility and Service Charges: LICENSEE shall be responsible for providing and paying for its telephone and internet (email) services used to conduct the business of LICENSEE'S programs. In addition, LICENSEE shall be responsible for paying for any and all utility services beyond base services to be covered by the DISTRICT, with base services covered including water, electric, DISTRICT phone, security (other than those procured pursuant to Section 2.16 above) and fire monitoring, natural gas, and electricity. Any additional utility and telephone service extended shall be in the LICENSEE'S name. LICENSEE hereby waives any and all claims against the DISTRICT for compensation for loss or damage caused by any defect, deficiency or impairment of any utility, water supply, drainage, waste, septic, heating or gas system, or in any electrical apparatus or wire serving the LICENSED PREMISES.

3.17 Safety: LICENSEE shall be solely responsible for the safety of all LICENSEE paid employees, volunteers, and patrons utilizing the LICENSED PREMISES and for ensuring that the LICENSED PREMISES are maintained at all times in a reasonably safe condition during all LICENSEE programs. LICENSEE shall promptly correct any unsafe condition or practice under its control and shall promptly notify the DISTRICT of any such condition under the DISTRICT'S control. Until the unsafe condition or practice is corrected, the affected area shall be closed to the public. LICENSEE shall make reasonable efforts to obtain emergency medical care for any person requiring such care as a result of illness or injury occurring on the LICENSED PREMISES during LICENSEE programs and maintenance support activities. LICENSEE shall also use its best efforts to fully cooperate with the DISTRICT in the investigation of any illness, injury, or death occurring on the LICENSED PREMISES, including providing prompt written reports thereof to the DISTRICT'S Executive Director.

3.18 Payment of Taxes: The rights granted herein to the LICENSEE may be subject to real property or leasehold taxation or other assessment and the

DISTRICT makes no claims as to the tax status of the Subject Property. As required by 35 ILCS 200/15-15 of the Illinois Property Tax Code, the DISTRICT will file a copy of the Agreement and a complete description of the LICENSED PREMISES with the assessment officer. In the event the LICENSED PREMISES should be assessed and taxed pursuant to 35 ILCS 200/15-15, at any time during the term of this License, it shall be the obligation of the LICENSEE to pay such taxes as are incurred during that term. At the termination of this Agreement, LICENSEE shall pay all taxes incurred, though not yet due and owing. Any such taxes shall be prorated to parallel the License term. LICENSEE shall pay, before delinquency, all taxes, assessments, fees or charges which at any time may be levied by the state, county or tax or other assessment-levying body upon the LICENSED PREMISES or LICENSEE'S rights therein.

3.19 Cooperation: LICENSEE acknowledges that the DISTRICT may, from time to time, construct improvements, alterations or additions to the LICENSED PREMISES. The construction work will be scheduled at a time that is mutually satisfactory to the parties. LICENSEE shall cooperate with the DISTRICT in the event the construction affects LICENSEE'S use of the LICENSED PREMISES by vacating and removing from any affected area all personal property and trade fixtures as required by construction. LICENSEE further agrees to cooperate with the DISTRICT with respect to the DISTRICT'S responsibility for repair and maintenance under Section 5.02 by removing any personal property or trade fixtures necessary in order for the DISTRICT to perform such repair and maintenance.

#### **4.00 DISTRICT RIGHTS**

4.01 Use of Licensed Premises: The DISTRICT shall have the right to access and utilize the LICENSED PREMISES at all times for its own purposes, including, but not limited to, to support DISTRICT operations, perform daily horse care responsibilities, to perform routine maintenance, and to ensure public safety. The DISTRICT shall participate in joint scheduling of the Indoor Arena and Outdoor Arena so as not to unreasonably interfere with the LICENSEE'S planned and scheduled program activities, and LICENSEE shall participate in joint scheduling of the Indoor Arena and Outdoor Arena so as not to unreasonably interfere with the DISTRICT'S planned and scheduled program activities. LICENSEE base access rights to the Indoor and Outdoor Arena are detailed in Section 2.05.

4.02 District Improvements: The DISTRICT may construct additions, alterations, repairs, or other improvements to the LICENSED PREMISES, in which case LICENSEE shall cooperate with the DISTRICT as required under Section 5.02. In making the improvements, the DISTRICT will make every reasonable effort to avoid unnecessary destruction of or injury to the trees, shrubs, turf, buildings, or other landscaping on the LICENSED PREMISES. In the event construction of a particular improvement materially interferes with the operation of the LICENSED PREMISES or LICENSEE programs, as determined by the DISTRICT, LICENSEE shall suspend Licensed operations and vacate the premises, but the terms of the Agreement shall continue in full force and effect,

with the exception that the LICENSEE shall not be required to pay the license fee during the suspension period. LICENSEE shall resume full and complete operation of the LICENSEE programs within 14-days following written notice from the DISTRICT'S Executive Director that the LICENSED PREMISES are free of construction debris and in operable condition.

4.03 Right of Entry: Any officer, employee or agent of the DISTRICT may enter upon the LICENSED PREMISES at any and all reasonable times for the purpose of determining whether the LICENSEE is complying with the terms and conditions of this Agreement, and for any other purpose incidental to the rights of the DISTRICT under this Agreement. In the event of an unauthorized abandonment, vacation or discontinuance of License operations, LICENSEE hereby irrevocably authorizes the DISTRICT'S officers and employees thereof to (1) take possession of the LICENSED PREMISES, including all improvements, equipment, implements, fixtures, inventory and personal property thereon; (2) remove any and all persons or property on the LICENSED PREMISES and place such property in storage at the expense of LICENSEE; (3) license or sub-license the LICENSED PREMISES; and (4) after payment of all expenses arising from such licensing or sub-licensing, apply payment realized therefrom to the satisfaction or mitigation of all damages arising from LICENSEE'S breach of this Agreement. Entry by the DISTRICT upon the LICENSED PREMISES for the purpose of exercising authority herein as agent of LICENSEE shall be without prejudice to the exercise of any other rights provided for herein, including, but not limited to those within Section 3.02 or by law to remedy a breach of this Agreement.

4.04 Easements: The District reserves the right to establish, grant, or utilize utility easements or right-of-way over, under, along and across the LICENSED PREMISES for all lawful purposes to and from any portion of the Baker Woods Forest Preserve which includes the Ellis House and Equestrian Center, provided that the DISTRICT shall exercise such rights in a manner which, if possible, will minimize interference with the operation of the LICENSED PREMISES.

4.05 Modification of Licensed Premises: LICENSEE acknowledges that the DISTRICT reserves the right to modify the boundary of the LICENSED PREMISES if it is determined to be in the public's best interest. LICENSEE shall cooperate with the DISTRICT concerning any modification to the LICENSED PREMISES.

## **5.00 DISTRICT OBLIGATIONS**

5.01 Certificate of Occupancy and Warranties: The DISTRICT shall maintain a certificate of use and occupancy for the LICENSED PREMISES from the appropriate building authority. The District makes no warranties, either expressed or implied, with respect to the LICENSED PREMISES.

5.02 Repair and Maintenance: The DISTRICT shall be responsible for all repairs and maintenance (other than those specified in Section 2.07 and provisions of Section 3) to the LICENSED PREMISES. The DISTRICT will repair any interior damage caused by defects or failures in the LICENSED PREMISES, excluding

damage to the facility caused by LICENSEE and fixtures (if any), personal property or implements installed or stored by the LICENSEE. The DISTRICT shall maintain the grounds of the Ellis House and Equestrian Center.

5.03 Facilities Access: The DISTRICT will provide the LICENSEE with keys for accessing the Ellis House reception and classroom areas (only); Ellis Stable; and Storage Barn. LICENSEE will be responsible for ensuring that facilities and pastures are securely locked before and following each access and use. All doors, with the exception of the Ellis Stable, are to be locked at all times when not occupied by LICENSEE'S paid staff and volunteers.

## **6.00 HOLD HARMLESS AND INDEMNIFICATION**

6.01 Personal Injury, Death, or Property Damage-Indemnification by LICENSEE: LICENSEE shall defend with counsel of the DISTRICT'S own choosing, save, indemnify, keep an hold harmless the DISTRICT and all of its elected officials, past, present and future Commission members, officers, servants, agents, and employees from all damages, suits, liabilities, causes of action, costs and expenses, in law or equity, including costs of suit and reasonable attorney and expert witness fees, that may at any time arise or be claimed by any person, including the agents, servants, employees, or contractors of the LICENSEE and/or the DISTRICT, on account of any loss, damage, personal injury, sickness, death or property damage ("Claims") arising out of the LICENSEE'S rights, responsibilities or actions under this Agreement when such claim is caused by an act or omission to act on the part of LICENSEE or its agents, servants, employees or contractors that allegedly constitutes, without limitation:

- a. Negligence;
- b. Willful and Wanton conduct;
- c. Creation or maintenance of a dangerous condition on the LICENSED PREMISES;
- d. Breach of warranty, expressed or implied;
- e. Defectiveness of any product; or
- f. Actionable intentional infliction of harm.

In the event any person or any partnership, corporation, company or other entity recovers a judgement or settlement against the DISTRICT or any of its elected officials, officers, agents or employees by reason of any of the aforementioned acts or omissions, LICENSEE shall indemnify same in an amount equal to the judgment or settlement (and for all related costs and expenses), provided timely notice of the suit or claim giving rise to the judgment or settlement was given to LICENSEE and LICENSEE was given a reasonable opportunity to defend the suit or claim.

The DISTRICT does not waive its defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1 *et seq.*) by reason of indemnification or insurance. Indemnification shall survive the termination of this contract.

6.02 Environmental and Health Hazards Disclosure: The Licensee acknowledges and accepts the risks associated with the presence of environmental health hazards including, but not limited to, lead-based paint, asbestos or mold.

The Ellis House and Equestrian Center premises were not constructed before 1978. Regardless, the LICENSEE and the DISTRICT shall use best practices for safe repairs and other improvements to the LICENSED PREMISES.

6.03 Mechanic's Liens: Should LICENSEE contract with any party to perform work on the LICENSED PREMISES, it shall include the following Lien Waiver Clause in such contracts:

"Contractor hereby waives any claim of lien against subject premises on behalf of Contractor, its officers, insurers, employees, agents, suppliers and/or sub-contractors employed under this Agreement. Upon completion of the project and as a condition prior to payment in full, Contractor shall tender to Client a final waiver of lien for all subcontractors and/or suppliers."

LICENSEE shall defend, indemnify and hold harmless the DISTRICT from all damages, suits, liabilities, costs and expenses, in law or equity, including reasonable attorney's fees, arising from any action brought by any mechanic, laborer, or material man in an action to enforce mechanic's liens filed with respect to work performed on the LICENSED PREMISES as a result of providing labor or materials thereon at the request of the LICENSEE. In the event a judgment or settlement is rendered in favor of the claimant in any such action, LICENSEE shall promptly obtain full satisfaction thereof through payment of all sums due thereon, provided LICENSEE was given timely notice of such lien or claim and a responsible opportunity to deny said suit or claim.

6.04 Waiver & Release of Liability: To the fullest extent permitted by the laws of the State of Illinois, LICENSEE hereby waives any and all rights or claims LICENSEE may have at any time against the DISTRICT, its Commissioners, officers, agents and employees for injury to or the death of any person, or for damage, destruction or loss of any property, sustained or incurred by LICENSEE or any person claiming by, through or under LICENSEE in connection with the exercise by such persons of the rights and privileges granted to LICENSEE hereunder, or the conduct of the licensed activities, except to the extent that such loss, damage or destruction is caused by the willful and wanton conduct of the DISTRICT or DISTRICT'S agents and employees. The risks and dangers of such licensed activities may arise from foreseeable or unforeseeable causes and by my participation in these activities, LICENSEE hereby assumes all risks and dangers and all responsibility for any losses and/or damages.

6.05 Privileges and Immunities: Nothing in Sections 6.01 or 6.04 of this Agreement shall be interpreted to waive, release or compromise the DISTRICT and/or the LICENSEE'S statutory or common law privileges and/or immunities which are fully reserved. There are not third party beneficiaries of this Agreement.

6.06 Force Majeure: Neither party will be responsible to the other for damage, loss, injury, or interruption of work if the damage, loss, injury, or interruption of work is caused solely by conditions that are beyond the reasonable control of the parties, and without the intentional misconduct or negligence, of that party (hereinafter referred to as a "force majeure event"). To the extent not within

the control of either party, such force majeure events include: acts of God, acts of any governmental authorities, fire, explosions or other casualties, vandalism, and riots or war. A party claiming a force majeure event ("the claiming party") shall promptly notify the other party in writing, describing the nature and estimated duration of the claiming party's inability to perform due to the force majeure event. The cause of such inability to perform will be remedied by the claiming party with all reasonable dispatch.

#### **7.00 DESTRUCTION OF THE LICENSED PREMISES:**

7.01 Election by the District: If the LICENSED PREMISES are totally or partially destroyed by fire, earthquake, flood, storms, war, insurrection, riot, public disorder or any other causality, the DISTRICT may, at its option, either restore the LICENSED PREMISES or terminate this Agreement. If the DISTRICT elects to restore the LICENSED PREMISES, this Agreement shall continue in full force and effect, except that Licenses operations may, as determined by the DISTRICT, be suspended during the period of restoration. The LICENSEE will not be required to pay the monthly license fee during the suspension period. LICENSEE shall cooperate in the restoration of the LICENSED PREMISES by vacating and removing all fixtures and personal property for such periods as are required for the restoration.

#### **8.00 INSURANCE**

8.01 General Requirements: LICENSEE shall procure, maintain and keep in force for the term of this Agreement policies of property, liability and if applicable, workers' compensation and employer's liability insurance. Such policies shall be issued by companies authorized to do business in the State of Illinois and approved by the DISTRICT. All policies shall be occurrence policies. Claims made policies are unacceptable. All policies shall be primary and not require contribution from the DISTRICT'S policies. No self-insured reserves shall be allowed except as approved in writing by the Executive Director of the DISTRICT. All liability and workers' compensation policies must include a waiver of subrogation in favor of the DISTRICT. The policies to be provided and maintained by the LICENSEE are as follows:

- a. Commercial general liability insurance with limits of not less than \$1,000,000 per occurrence bodily injury/property damage combined single limit; \$2,000,000 aggregate bodily injury/property damage combined single limit. The policy of commercial general liability insurance shall provide coverage for all liability for bodily injury, sickness, death and property damage arising from activities conducted on the LICENSED PREMISES and shall include coverage for (i) food and beverages served and all other goods sold or services rendered on the LICENSED PREMISES; (ii) contractual liability for the obligations assumed by the LICENSEE under Section 6.01. An endorsement for volunteers CG-20-21 is required for the LICENSEE who utilizes volunteer personnel services on the LICENSED PREMISES.
- b. Comprehensive motor vehicle liability insurance with limits of not less than \$1,000,000 per accident bodily injury/property damage combined single limit

- covering LICENSEE'S owned, non-owned and rented vehicles if LICENSEE owns and/or operates such vehicles on the Licensed Premises.
- c. Minimum umbrella occurrence insurance of \$1,000,000 per occurrence and \$2,000,000 aggregate. The umbrella insurance shall provide coverage in excess of the insurance specified in subsections (a) and (b) above.
  - d. Property insurance providing coverage against fire and extended coverage perils for all personal property, articles and equipment owned or leased by the LICENSEE which are situated on the LICENSED PREMISES. The property coverage shall cover losses on a replacement-cost basis.
  - e. Workers' compensation and employer's liability insurance, including coverage for occupational diseases, covering all of the LICENSEE'S employees who perform work on the LICENSED PREMISES. Limits for the workers' compensation coverage shall be those required by the applicable workers' compensation statutes for the State of Illinois. Limits for the employer's liability coverage shall be not less than \$100,000 each accident/injury; \$100,000 each employee/disease; \$500,000 policy limit. In the event the LICENSEE has no employees covered under the applicable workers' compensation statutes, LICENSEE shall file with the DISTRICT'S Executive Director a statement to the effect in lieu of the policies required under this subsection. If at any time LICENSEE hires any person or persons covered by the applicable workers' compensation statutes, LICENSEE shall immediately obtain policies of workers' compensation and employer's liability insurance meeting the requirements hereinabove stated and shall file evidence thereof with the DISTRICT'S Executive Director as provided in Section 8.03.

8.02 Additional Insured: LICENSEE shall obtain certificates of insurance specifically naming the DISTRICT as an additional insured in the amounts specified for all coverage required in subsections a and c of Section 8.01. The certificates shall protect and inure to the benefit of the DISTRICT and its representatives including, but not limited to, its officers, elected officials, and employees.

The DISTRICT shall obtain certificates of insurance specifically naming the LICENSEE as an additional insured for the actual coverage limits held by the DISTRICT. The certificate(s) shall protect and inure to the benefit of the LICENSEE and its representatives including, but not limited to, its officers, elected officials, and employees. The coverage applicable to the additional insured under this provision shall be excess over any other valid and collectible insurance, whether contingent, excess or primary unless required by contract and **Occurrence or Wrongful Act** is because of the negligence of the insured. As a condition of coverage, the additional insured shall be obligated to tender the defense and indemnity of every **Claim** or **Suit** to all other insurers that may provide coverage to the additional insured, whether on a contingent, excess or primary basis.

8.03 Evidence of Insurance: LICENSEE shall furnish the DISTRICT with a certificate of insurance for each policy required herein. In addition, when requested by the DISTRICT, LICENSEE shall furnish copies of the actual policies and endorsements showing the coverage enumerated herein to be provided by the

LICENSEE. Any such certificates and policies shall provide that no change, modification or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company or companies to the DISTRICT. The DISTRICT'S failure to demand such certificate of insurance shall not act as a waiver of LICENSEE'S obligation to maintain the insurance required under this Agreement.

The DISTRICT shall furnish the LICENSEE with a certificate of insurance for each policy as indicated in section 8.02. In addition, when requested by the LICENSEE, DISTRICT shall furnish copies of the actual policies and endorsements showing the enumerated coverages to be provided by the DISTRICT. Any such certificates and policies shall provide that no change, modification or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company or companies to the LICENSEE. The LICENSEE'S failure to demand such certificate of insurance shall not act as a waiver of the DISTRICT'S obligation to maintain the minimal insurance coverage required under this Agreement.

8.05 Operation of License: Operation of the LICENSED PREMISES and LICENSEE programs shall not commence until the LICENSEE has complied with the aforementioned insurance requirements, and shall be suspended during any period that the LICENSEE fails to maintain said policies in full force and effect. Additionally, in the case of the LICENSEE'S failure to maintain the required insurance coverage, the DISTRICT may, at its discretion, either terminate this Agreement or procure such insurance and pay all premiums in connection therewith, and may thereafter charge said premiums to the LICENSEE. The LICENSEE shall pay the invoice submitted by the DISTRICT within 10 days of service of notice thereof as provided for in section 19.01.

8.06 Effect of Coverage: The insurance required under this Agreement does not represent that coverage and limits will necessarily be adequate to protect LICENSEE, nor be deemed as a limitation on LICENSEE's liability to the DISTRICT or others under this Agreement

## **9.00 TRANSFERS**

9.01 Sub-license or Assignment: Licensee shall not, without the express written consent of the DISTRICT, assign, sell, sub-license, hypothecate, mortgage or in any manner transfer its interest in this Agreement. Any attempted assignment, sale, sub-licensing, hypothecation, mortgage or transfer without the express written consent of the DISTRICT shall be void and shall constitute a default under this agreement.

9.02 Binding on Transferee: The provisions set forth in this Agreement shall be binding on each approved transferee, and the LICENSEE shall provide each transferee with a copy of this Agreement.

## **10.00 DISCRIMINATION PROHIBITED**

10.01 Equal Opportunity: In operating the LICENSED PREMISES and LICENSEE programs, LICENSEE, its officers, employees, and agents agree not to commit unlawful discrimination and agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, and all associated applicable rules and regulations. LICENSEE further agrees that it will not deny employment to any person or refuse to enter into any contract for the performance of any work or service of any kind by, for or on its behalf with respect to the operation of the LICENSED PREMISES and LICENSEE'S programs on the ground of unlawful discrimination as defined in the Illinois Human Rights Act.

10.02 ADA Compliance: In operating the LICENSED PREMISES and LICENSEE'S program, LICENSEE shall comply with all applicable provisions of the American with Disabilities Act of 1990 as amended, and the rules and regulations related thereto. The DISTRICT shall be responsible for ensuring structural compliance with the Americans with Disabilities Act.

10.03 Equal Use: The use of the LICENSED PREMISES shall be open on an equal basis to the general public.

## **11.00 TERMINATION**

11.01 Without Cause: Either the DISTRICT or LICENSEE may terminate this Agreement without cause. Such termination shall be effective not sooner than 90 days after written notice thereof has been served in accordance with Section 19.00.

11.02 For Cause: This Agreement may be terminated for cause by either party upon the occurrence of any one or more of the events of default hereinafter described in Section 12.00. As a condition precedent to termination under this Section, the party desiring termination shall give the other party (a) 14 days written notice by registered or certified mail, return receipt requested, of the date chosen for termination and the grounds therefor, and (b) and opportunity to remedy the default or be heard on or before the date set for termination, if written request is made therefore.

11.03 Damages: Upon termination pursuant to Section 11.02, the DISTRICT shall have the right to take immediate possession of the LICENSED PREMISES. LICENSEE shall remove all personal property from the LICENSED PREMISES within 90 days of the date of the Section 11.02 termination. If LICENSEE fails to remove its personal property within said 90 day period, all right, title, and interest in and to such property shall vest in the DISTRICT. If the termination was the result of a default by the LICENSEE, the DISTRICT may take possession of all LICENSEE owned fixtures and personal property located on the LICENSED PREMISES for the purpose of satisfying or mitigating any and all damages arising from the LICENSEE'S breach of this Agreement.

11.04 Guarantee of Rights: Action by the DISTRICT to effectuate a termination and forfeiture of possession shall be without prejudice to the exercise of any rights provided herein or by law to remedy a breach of this Agreement.

## **12.00 EVENTS OF DEFAULT**

12.01 Abandonment: The unauthorized abandonment or vacation of the LICENSED PREMISES by the LICENSEE.

12.02 Failure to Maintain: The failure on the part of the LICENSEE to maintain the LICENSED PREMISES in a clean, sanitary and safe state of repair where such condition continues for more than 10 days after written notice from the DISTRICT'S Executive Director to correct the condition.

12.03 Bankruptcy: The filing of a voluntary petition in bankruptcy by the LICENSEE; the adjudication of the LICENSEE as bankrupt; the appointment of a receiver of the LICENSEE'S assets; the making of a general assignment for the benefit of creditors; a petition or answer seeking an arrangement for the reorganization of the LICENSEE under any Federal Reorganization Act, including petitions or answers under Chapters X or XI of the Bankruptcy Act; the occurrence of any act which operates to deprive the LICENSEE permanently of the rights, powers and privileges necessary for the proper conduct and operation of the LICENSED PREMISES; or the levy of any attachment or execution which substantially interferes with the LICENSEE'S operations under this Agreement and which attachment or execution is not vacated, dismissed, stayed or set aside within a period of 60 days.

12.04 Discrimination: A determination made by the appropriate regulatory, state or federal agency that a violation of civil rights under the Americans with Disabilities Act or other form of discrimination has been practiced by the LICENSEE in violation of state or federal laws and where action to correct or mitigate the situation is not properly taken. Such action shall be suitable to the regulatory agency making a finding of discrimination.

12.05 Change in Corporate Purpose: Any changes in the LICENSEE'S corporate purposes which, in the discretion of the DISTRICT, are inconsistent with the Kendall County Forest Preserve District's purposes.

12.06 Failure to Notify: The failure by the LICENSEE to provide the DISTRICT with written notification of any change in the LICENSEE'S corporate purposes at least 30 days prior to the effective date of such change.

12.07 Failure to Perform – Licensee: The failure of the LICENSEE to keep, perform and observe all other promises, covenants and conditions set forth in this Agreement, where such failure continues for more than 14 days after receipt of written notice from the DISTRICT'S Executive Director demanding correction thereof, provided that where fulfillment of such obligation requires performance over a period of time and the LICENSEE shall have commenced to perform whatever may be required to cure the particular default within 10 days after such notice and thereafter continues such performance diligently and in good faith, said

time limit may be waived in the manner and to the extent allowed by the DISTRICT'S Executive Director.

12.08 Failure to Perform – District: Failure by the DISTRICT to perform within a reasonable time necessary maintenance or repairs to the LICENSED PREMISES or failure of the DISTRICT to keep, perform and observe all other promises, covenants and conditions set forth in this Agreement, where such failure continues for more than a reasonable period of time after receipt of written notice from the LICENSEE demanding correction thereof, provided that where fulfillment of such obligation requires performance over a period of time and the DISTRICT shall have commenced to perform whatever may be required to cure the particular default within 10 days after such notice and thereafter continues such performance diligently and in good faith, said time limit may be waived in the manner and to the extent allowed by the LICENSEE'S Board of Directors.

12.09 Revocation of Occupancy Permit: Revocation by the applicable regulatory authority of the certificate of occupancy for the LICENSED PREMISES because of a defect which cannot be cured by the DISTRICT within a reasonable time.

12.10 Waiver: A waiver by either party of any default of one or more of the covenants, conditions or terms of this Agreement shall not constitute a waiver of any subsequent or other default of the same or other covenant, condition or term herein contained, nor shall the failure on the part of either party to require exact, full and complete compliance with any of the covenants, conditions or terms herein contained be construed as in any manner changing the terms of this Agreement or estopping the other party from enforcing the full provisions contained herein. No delay, failure or omission of the DISTRICT to re-enter the LICENSED PREMISES or of either party hereto to exercise any right, power, privilege or option arising from any default, or any subsequent acceptance of payments then or thereafter accrued shall impair any such right, privilege or option, or be construed as a waiver of or acquiescence in such default or as a relinquishment of any right. Time is of the essence of this Agreement. No notice to LICENSEE shall be required to restore or revive "time is of the essence" after the waiver by the DISTRICT of any default. No option, right, power, remedy or privilege of either party hereto shall be construed as being exhausted by the exercise thereof in one or more instances. The rights, powers, privileges and remedies given the parties by this Agreement shall be cumulative.

### **13.00 SURRENDER**

13.01 Vacation of Premises: Upon the expiration or termination of his Agreement, LICENSEE shall peaceably vacate the LICENSED PREMISES and any and all improvements located thereon and deliver up the same to the DISTRICT in as good condition as received good condition, ordinary wear and tear excepted.

#### **14.00 INTERPRETATION**

14.01 Headings: The headings herein contained are for convenience and reference only and are not intended to limit the scope of any Section.

**15.00 INDEPENDENT CONTRACTOR:** In performing the obligations hereunder, LICENSEE is engaged solely in the capacity of an independent contractor and not as a representative, agent, or employee of the DISTRICT, it being expressly understood that no relationship between the parties other than that of an independent contractor has been or is intended to be created. This Agreement does not constitute, and the parties hereto do not intend to create hereby, a partnership; joint venture; or relationship of master and servant, principal and agent, landlord and tenant or lessor and lessee, as it is mutually understood and agreed that the relationship created by this Agreement and the construction of the rights and duties hereunder is to be determined in accordance with the Illinois laws relating to licensor and Licensee.

LICENSEE understands and agrees that LICENSEE is solely responsible for paying all wages, benefits and any other compensation due and owing to LICENSEE'S officers, employees, and agents for the performance of services as described in the Agreement. LICENSEE further understands and agrees that LICENSEE is solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for LICENSEE'S officers, employees and/or agents who perform services as described in the Agreement. LICENSEE also acknowledges its obligation to obtain appropriate insurance coverage for the benefit of LICENSEE, LICENSEE'S officers, employees and agents and agrees that the DISTRICT is not responsible for providing any insurance coverage for the benefit of LICENSEE, LICENSEE'S officers, employees and agents. LICENSEE hereby agrees to defend with counsel of Kendall County's own choosing, indemnify and waive any right to recover alleged damages, penalties, interest, fees (including attorneys' fees), and/or costs from the DISTRICT, its board members, officials, employees, insurers, and agents for any alleged injuries that LICENSEE, its officers, employees and/or agents may sustain while performing services under the Agreement.

#### **16.00 ENFORCEMENT**

16.01 Responsibility: The DISTRICT'S Executive Director shall be responsible for the enforcement of this Agreement on behalf of the DISTRICT and shall be assisted therein by such officers and employees of the DISTRICT as the Executive Director deems necessary.

#### **17.00 ATTORNEY FEES AND COSTS**

17.01 Recovery of Costs: In any action with respect to this Agreement, the Parties are free to pursue any legal remedies at law or in equity. The prevailing party by 75% or more of damages sought, in any action brought pursuant to this Agreement, shall be entitled to reasonable attorneys' fees and court costs arising out of any action or claim to enforce the provisions of this Agreement. In awarding attorney fees, the Court shall not be bound by any Court fee schedule, but shall, in

the interest of justice, award the full amount of costs, expenses, and attorney fees paid or incurred in good faith.

#### **18.00 DISTRICT LIAISON**

18.01 Staff Liaison: The DISTRICT will assign a staff liaison who shall be notified of all meetings of the LICENSEE'S Board of Directors, and who shall have the right to attend all board meetings of the members of the LICENSEE'S Board of Directors, except for those portions of meetings where license negotiations, legal proceedings, or legal actions, between the DISTRICT and LICENSEE are to be discussed. When discussed, these items shall be the last items handled before adjournments and no other business shall be conducted after the staff liaison exits from the meeting.

#### **19.00 NOTICES**

19.01 Mailing Requirements: All notices required to be given under the terms of this Agreement or any applicable law shall be served either (a) personally during regular business hours; (b) by facsimile during regular business hours; or (c) by certified or registered mail, return receipt requested, placed in a sealed envelope with postage prepaid and deposited in the United States mail. Notices served upon the DISTRICT shall be addressed to the Executive Director, Forest Preserve District of Kendall County, 110 W. Madison Street, Yorkville, IL 60560, with copy sent to: Kendall County State's Attorney, 807 John Street, Yorkville, Illinois, 60560, fax (630) 553-4204, or such other place as may be designated in writing by the Executive Director. Notices served upon the LICENSEE shall be addressed to Sunrise North Therapeutic Riding, Inc. 23061 South Thomas Dillon Drive, Channahon, Illinois 60410. Notices served personally or by facsimile transmission shall be effective upon receipt, and notices served by mail shall be effective upon receipt as verified by the United States Postal Service.

#### **20.00 CONFLICT OF INTEREST**

20.01 Financial Interest: Both parties affirm no DISTRICT officer or elected official has a direct or indirect pecuniary interest in LICENSEE or this Agreement, or, if any Kendall County officer or elected official does have a direct or indirect pecuniary interest in LICENSEE or this Agreement, that interest, and the procedure followed to effectuate this Agreement has and will comply with 50 ILCS 105/3.

#### **21.00 PROHIBITION OF RECORDATION**

21.01 Filing with Recorder of Deeds: This Agreement shall not, or shall any copy thereof or any statement, paper, or affidavit in any way or manner referring hereto, be filed in the Office of the Recorder of Deeds of Kendall County, Illinois, or in any other public office by the LICENSEE or anyone acting for the LICENSEE, and if the same be so filed, this Agreement, at the option of the DISTRICT, may be terminated, and the DISTRICT may declare such filing a default of this Agreement.

## **22.00 PERMITS AND LICENSES**

22.01 Alcoholic Beverages: DISTRICT ordinances provide that alcoholic beverages may be possessed and consumed in connection with the Ellis House and Equestrian Center only when food is dispensed for consumption on the Ellis House premises. LICENSEE will at all times during the term of this Agreement and any extension hereof comply with all DISTRICT ordinances and with all state and local laws and see that each caterer engaged for service by the LICENSEE has secured and maintained all liquor and food dispensing licenses and permits that may be required by law and the ordinances of Kendall County.

**23.00 LICENSE NOT LEASE:** The parties acknowledge that this agreement is a license agreement and not a lease. If a court of competent jurisdiction interprets or declares this document to be a lease the leasehold shall terminate twenty four hours after such interpretation or declaration and the leasehold shall be extinguished contemporaneous with such termination.

## **24.00 ENTIRE AGREEMENT**

24.01 Entire Agreement: This document constitutes the entire Agreement between the parties for the operation of the LICENSED PREMISES and LICENSEE'S programs for the calendar year 2026 license period. All other agreements, promises and representations with respect thereto are expressly revoked, as it has been the intention of the parties to provide for a complete integration within the provisions of this document and the exhibits attached hereto.

24.02 Modifications: This document may be modified only by further written agreement specifically referring to this Section. Any such modification shall not be effective unless approved and executed by the LICENSEE'S Board of Trustees and, in the case of the DISTRICT, until approved by the Board of Commissioners and executed by the President thereof.

**25.00 CHOICE OF LAW AND VENUE:** This Agreement shall be construed in accordance with the law and Constitution of the State of Illinois and if any provision is invalid for any reason such invalidations shall not render invalid other provisions which can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit, State of Illinois.

**26.00 COUNTERPARTS:** This Agreement 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 Agreement.

**27.00 AUTHORITY TO EXECUTE AGREEMENT:** The DISTRICT and LICENSEE each hereby warrant and represent that their respective signatures set forth below have been and are on the date of this Agreement duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement.

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the 18th day of November, 2025.

KENDALL COUNTY FOREST  
PRESERVE DISTRICT  
A body corporate and politic  
110 W. Madison Street  
Yorkville, IL 60560

SUNRISE NORTH THERAPEUTIC  
RIDING, INC.  
An Illinois Not-for-Profit Corporation  
23061 South Thomas Dillon Drive,  
Channahon, IL 60410

By: \_\_\_\_\_  
Brian DeBolt, President

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_  
Seth Wormley, Secretary

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

**Exhibit 1: Agreement #25-09-002:  
Sunrise Center, Inc. – Sunrise North License Area  
Baker Woods Forest Preserve – Ellis House and Equestrian Center**

**1. License Agreement Area – Ellis House and Equestrian Center**



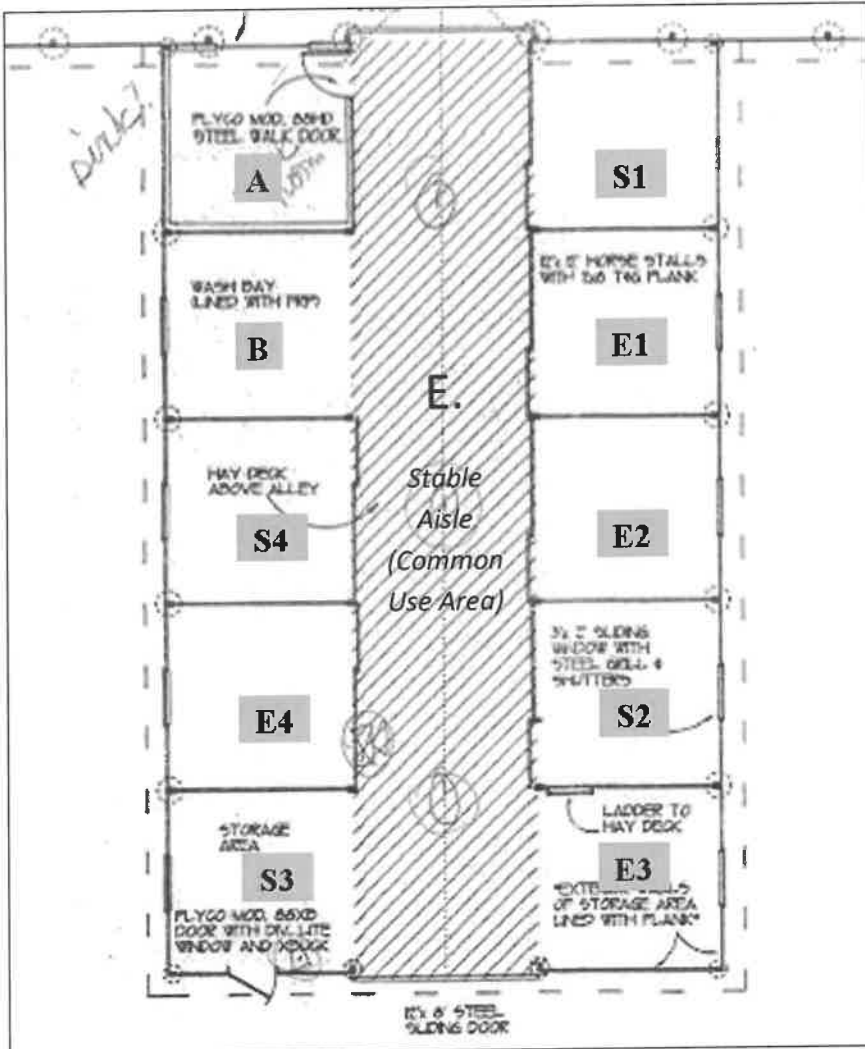
**2. Defined Licensed Areas**



- A. Main Parking Lot
- B. Overflow Parking Lot
- C. Horse Stable
- D. Main Arena
- E. Outdoor Arena
- F. Pasture Areas and Feed Lot
- G. Ellis House – Main Office and Classroom Area
- H. Horse Manure Staging Area
- I. Event Areas: Ellis House and Event Tent
- J. Storage Barn

### 3. Horse Stable – Assigned Stalls

To Indoor Arena



- A. Current Viewing/Tack Room
- B. Proposed Shared Tack Room
- C. S1-S4 – Licensed Horse Stalls
- D. E1-E4—District Horse Stalls
- E. Stable Aisle (Common Use)

To Ellis House Grounds

1. In addition to the assigned Horse Stable stalls, the Sunrise North horse “Gunner” is stalled in the Ellis Storage Barn – label “J.”

## **SEVERANCE AGREEMENT AND WAIVER AND RELEASE OF ALL CLAIMS**

This Severance Agreement, Waiver and Release of Claims (“Agreement”) is made and entered into by and between **DAVID GURITZ** (“Employee”), an individual, and his Employer, the **KENDALL COUNTY FOREST PRESERVE DISTRICT**, a unit of local government (“Employer”) on this 18<sup>th</sup> day of November, 2025. In consideration of the mutual covenants and promises contained herein, and for other good and valuable consideration, the receipt, adequacy and sufficiency of which is hereby acknowledged, Employee and Employer agree as follows:

1. **Separation of Employment.** Employee’s last day of employment with Employer shall be November 30, 2025 (“the separation date”).
2. **Consideration.** In consideration for Employee’s acceptance of this Agreement and knowing and voluntary waiver of claims as set forth below in this Agreement:
  - a. **Severance Pay.** The Employer shall pay to Employee severance pay in the amount of Twenty-Two Thousand Two Hundred Thirty-Three Dollars and Sixty Cents (\$22,233.60), less all required payroll withholdings, which is equal to ten (10) weeks of Employee’s salary at the rate of pay which existed on the Employee’s separation date. The severance pay set forth in this Paragraph 2(a) shall be paid to Employee via direct deposit to Employee’s designated bank account on the Employer’s next regularly scheduled payroll date after the Effective Date of this Agreement (as defined in Paragraph 11(e) below).
  - b. **Unemployment Insurance.** Employer agrees not to file a protest in opposition to Employee’s application for unemployment insurance benefits.
  - c. **Waiver of Claims.** In consideration for Employee’s acceptance of this Agreement and knowing and voluntary waiver of claims as set forth below in this Agreement, the

Employer, hereby fully and unconditionally releases Employee from any and all claims, damages, losses, costs, expenses (including, but not limited to experts' fees and attorneys' fees), liabilities, judgments, claims, lawsuits, liens, proceedings and causes of action, known and/or unknown, direct and/or indirect that the Employer, may have or may have had against Employee for acts performed by Employee in his official capacity as Executive Director and Executive Advisor.

All the provisions of Paragraph 2 above shall have no force and effect if Employee revokes this Agreement during the revocation period as provided in Paragraph 11(e) below.

3. **Payout of Accrued Paid Time Off Benefits.** In accordance with the Employer's policies and applicable state law, the Employer will pay the Employee for all accrued but unused vacation hours at the Employee's regular rate of pay in effect as of the Employee's final day of employment. This payment will be made via direct deposit to the Employee's designated bank account on the Employer's next regularly scheduled payroll date following the Effective Date of this Agreement (as defined in Paragraph 11(e) below). In line with the Employer's policies, the Employee shall not receive any compensation for Employee's accrued but unused personal days or Employee's accrued banked sick leave.

4. **Attorneys' Fees and Costs.** Each party to this Agreement agrees that they shall bear their own costs, experts' fees and attorneys' fees in connection with the negotiation and execution of this Agreement, the claims released herein, and any matters occurring prior to the date of execution of this Agreement. Furthermore, in exchange for all of the consideration identified in Paragraph 2 above, Employee hereby fully and unconditionally releases Employer and its Board of Commissioners, elected officials, insurers, officers, directors, attorneys, agents, employees, insurers, successors, and assigns (collectively hereinafter referred to as "Releasees") from any and all claims, damages, losses, costs, expenses (including, but not limited to experts' fees and attorneys' fees), liabilities, judgments, claims,

lawsuits, liens, proceedings and causes of action, known and/or unknown, direct and/or indirect that Employee may have or may have had against Releasees relating to or arising out of Employee's employment and termination of employment with Employer, but excepting from this release any claim to enforce the terms of this Agreement.

In the event a lawsuit is filed against Employee for alleged acts performed by Employee in his official capacity as Executive Director and/or Executive Advisor, Employer shall be responsible for providing Employee with legal representation to the extent required by law. Employer does not waive its defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) by reason of this paragraph.

5. **Tax Indemnification.** No representation has been made by Employer as to the appropriate tax treatment of any of the payments it is making to Employee or on his behalf pursuant to the terms of the Agreement. Employee indemnifies and holds Releasees harmless from and against, any interest, penalties or taxes as a result of Employee's failure to properly report and pay any taxes due on any of the payments set forth in Paragraphs 2 and 3 of this Agreement.

6. **Return of Property.** Prior to receiving the consideration set forth in Paragraph 2 above, Employee agrees to return to Employer all property, including without limitation, the Employer's cellular telephone and computer; all reports, files, memoranda, records, computer hardware and software; Employer issued credit cards; all door and file keys for Employer property; all name badges and access cards; all computer and voicemail access codes; all computer disks and instructional manuals; all electronic and physical records prepared, received, and maintained by Employee during the course of his employment with Employer; and any other physical or personal property which Employee received or prepared or helped prepare in connection with his employment with Employer. Employee further agrees to comply with the Illinois Local Records Act (50 ILCS 205/1 et seq.) and shall not destroy or transfer any of the Employer's electronic or physical records.

7. **General Release by Employee.** In exchange for the consideration provided in this Agreement, Employee hereby releases, relinquishes and gives up (and agrees not to directly or indirectly file, retain any recovery for, or pursue) any and all claims, suits, actions and causes of action known or unknown relating to any matter whatsoever from the beginning of time to and including the effective date of this Agreement which he now may have or hold against Releasees including but not limited to all claims in any way arising out of or relating to (i) his employment with Employer, or any aspect of any such employment, (ii) his separation of employment from Employer, or any aspect of any such separation of employment; (iii) any facts, matters, or claims alleged or which could have been alleged by Employee arising out of his employment or separation thereof from Employer, or (iv) any conduct occurring during the negotiation and execution of this Agreement.

This is a full and general release with respect to the matters encompassed within the preceding paragraph which includes, without limitation, a release of any right Employee may have:

- (a) under Title VII of the Civil Rights Act of 1964, as amended;
- (b) under the Civil Rights Act of 1991;
- (c) under the Civil Rights Act of 1866, 42 U.S.C. § 1981;
- (d) under the Age Discrimination in Employment Act, 29 U.S.C. § 621 *et seq.*,
- (e) under the Americans With Disabilities Act, including the Americans With Disabilities Act Amendments Act;
- (f) under 42 U.S.C. §1983;
- (g) under 42 U.S.C. §1985;
- (h) under the Illinois Human Rights Act;
- (i) under Executive Order 11246 or any other state, federal or local law or regulation dealing with employment discrimination or other form of discrimination, or retaliation for filing any charge or claim, complaining about any practice or conduct or participating or testifying in any investigation;
- (j) under the Equal Pay Act, 29 U.S.C. § 206 *et seq.*;

- (k) under the National Labor Relations Act;
- (l) under the Family and Medical Leave Act;
- (m) under the Employee Retirement Income Security Act of 1974, as amended;
- (n) under the Fair Labor Standards Act of 1938, the Illinois Minimum Wage Law, the Illinois Wage Payment and Collection Act, and any federal, state or local law dealing with payment of wages, minimum wage, overtime, or equal pay;
- (o) under the Consolidated Omnibus Budget Reconciliation Act (COBRA) and any other federal and state laws regarding insurance continuation coverage;
- (p) under the Illinois Downstate Forest Preserve Act;
- (q) for damages of any kind, including but not limited to, damages for personal, emotional or economic injury, damage to reputation, breach of contract, wrongful discharge and violation of implied or express contract rights under any state, federal or local law, decision or regulation;
- (r) for lost pay, reinstatement, front pay, liquidated damages or any other form of equitable relief;
- (s) for personal injury, slander, libel, defamation, fraud, misrepresentation, intimidation, assault, battery, retaliation, intentional tort, economic loss, intentional or negligent infliction of emotional distress, retaliation, costs, damages, punitive damages, front pay, breach of contract, or breach of an implied contract; and
- (t) for any other legal violation, law or claim referred to in or in any complaint filed by Employee against Releasees.

Employee represents and warrants that he is the sole owner of all claims he has released in this Agreement and that he has not assigned or transferred any such claim (or any interest in any such claim) to any other person, and he will indemnify, defend with counsel of the Releasees' choosing and hold Releasees harmless for any damages, costs or expenses which Releasees may incur if these representations and warranties are incorrect in any respect. Employee further represents and warrants that he has not filed or caused to be filed any complaints, charges and/or any other causes of action against Releasees prior to execution of this Agreement.

If Employee takes any action inconsistent with this Paragraph 7, Employee shall pay all costs,

expenses and attorneys' fees incurred by Releasees and indemnify and hold Releasees harmless from liability, costs or expenses related to his violation. This is in addition to, and not in lieu of, any other rights or remedies which Releasees may have with regard to such violation.

8. **Exclusions from General Release.** Excluded from the General Release above are any claims or rights which cannot be waived by law including, but not limited to the following:

- (a) Employee's right to file a charge with an administrative agency;
- (b) Employee's right to participate in any agency investigation;
- (c) Employee's right to participate in any proceeding involving any practice unlawful under any federal, state, or local law (including the right to testify and to provide testimony at a deposition or arbitration proceeding); and/or
- (d) Employee's right to engage in protected, concerted activity (i.e., collective bargaining or other means by which workers promote mutual aid or protection) to address work-related issues.

However, Employee does waive his right to recover any money in connection with such a charge, investigation, and proceeding. Employee also waives his right to recover money in connection with a charge filed by any other individual or by the Equal Employment Opportunity Commission or any other federal or state agency.

9. **Lawsuits for Enforcement or Breach.** The prevailing party in any lawsuit to enforce or for a breach of this Agreement shall be entitled to reasonable attorneys' fees and costs, as determined by the court. In addition, if a court of competent jurisdiction finds that Employee has breached any of the terms set forth in this Agreement, Employee shall return to the Employer the full amount of all consideration set forth in Paragraph 2 of this Agreement, which was paid by the Employer.

10. **Receipt of All Wages and Employment Benefits.** Employee acknowledges receipt of all salary, vacation pay, personal leave pay, sick pay, commissions, stipends, bonuses, and any other

benefits or benefit entitlement to which he was entitled pursuant to his employment with Employer. Employee acknowledges that he has not been denied any leave of absence and/or accommodations that he may have requested during his employment with Employer. Furthermore, Employee represents that he has no known claims for on-the-job injuries which have not already been filed prior to execution of this Agreement.

11. **Compliance With Older Workers' Benefit Protection Act.** Employee and Releasees desire and intend that this Agreement comply with the terms of the Older Workers' Benefit Protection Act. Accordingly, Employee acknowledges that:

a. **Knowing Waiver of Claims:** Employee understands that state and federal laws, including the Age Discrimination in Employment Act, prohibit employment discrimination based upon age, sex, race, color, national origin, ethnicity, religion, and disability. Employee further understands and agrees that, by signing this Agreement, he agrees to waive any and all such claims, and release Releasees from any and all such claims. Employee has read this Agreement, fully understands the meaning and consequences of its execution, and has elected to do so freely and voluntarily. In executing this Agreement, Employee is not relying on any inducements, promises or representations made by any other party, or its officers, board members, elected officials, employees, representatives and agents, other than the consideration set forth herein.

b. **21 Days to Consult with an Attorney:** Employee acknowledges that he has been advised in writing to consult with an attorney and has been provided with a period of at least twenty-one (21) days to consult with an attorney prior to signing this Agreement, which contains a general release and waiver of claims. Any proposed or actual modifications to this Agreement does not restart the 21-day consideration period.

c. **Valuable Consideration Provided to Employee:** Employee acknowledges that the consideration provided in Paragraph 2 constitute monies and other benefits to which

Employee otherwise would not be entitled, and that Employee is being paid these amounts in consideration for his signing of this Agreement.

d. **Reasonable Period of Time to Consider Agreement:** Employee acknowledges that he has had a reasonable period of time to consider this Agreement.

e. **Seven Day Revocation Period and Effective Date of Agreement:** For a period of seven (7) calendar days following Employee's execution of this Agreement, Employee may revoke the terms of this Agreement by a written document received by Employer on or before the end of the seven (7) calendar day period ("the Effective Date"). Employee shall send him written notice of revocation along with any signed copies of the Agreement via United States mail, postage prepaid, addressed to: Kendall County State's Attorney, 807 W. John Street, Yorkville, Illinois 60560.

f. **Addendum:** Employee agrees to execute the Addendum attached to this Agreement, which verifies that Employee has read and fully understands all the above terms set forth in Paragraph 11 of this Agreement.

12. **Representations.** Employee represents and warrants that he is the sole owner of all claims he has released in this Agreement and that Employee has not assigned or transferred any such claim (or any interest in any such claim) to any other person, and Employee will indemnify, defend and hold Releasees harmless for any damages, costs, attorney's fees, or expenses which they may incur if these representations and warranties are incorrect in any respect.

13. **Non-Admission.** Employee understands and agrees that all payments made under the provisions in this Agreement are made for the purpose of settlement and compromise only, to avoid the cost and expense, uncertainty and time associated with litigation, and without any admission by Releasees as to fault, liability or wrongdoing, all of which are expressly denied. This Agreement is not and shall not be construed as evidence of or an admission of liability by any party hereto. Neither this

Agreement nor any of its terms shall be offered or received in evidence in any action or proceeding or utilized in any manner whatsoever by Employee or any third party as an admission or concession of liability or wrongdoing or any nature on the part of the parties hereto.

14. **Waiver of Preference for Rehire:** Upon Employee's execution of this Agreement, Employee hereby waives any eligibility for and/or alleged right to preferential rehire and/or appointment by Releasees.

15. **Board approval.** Employee understands and agrees that this Agreement is subject to formal approval by a majority vote of the Kendall County Forest Preserve District Board of Commissioners present for said vote.

16. **Notice.** Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by certified mail, or courier service and received, in the case of notice to Employer: Attention Kendall County Forest Preserve District President, 110 West Madison Street, Yorkville, Illinois 60560, with copy sent to: Kendall County State's Attorney, 807 John Street, Yorkville, Illinois, 60560. And, in the case of Employee, to: David Guritz, 21620 Williamsburg Ct, Frankfort, IL 60423.

17. **Modifications.** Neither this Agreement, nor any of its terms, may be changed, waived, added, and/or assigned except if agreed to in writing signed by all parties to the Agreement.

18. **Severability and Waiver.** The parties acknowledge and agree that each provision of this Agreement shall be enforceable independently of every other provision. Furthermore, in the event any provision is deemed to be unenforceable for any reason, the remaining provisions shall remain effective, binding and enforceable.

19. **Section Headings.** Section headings are for convenience of reference only and shall not be used to interpret or construe the terms of this Agreement.

20. **Choice of Law and Venue.** This Agreement shall be construed in accordance with the law and Constitution of the State of Illinois. The parties agree that the venue for any legal proceedings

between them shall be the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit, State of Illinois.

21. **Entire Agreement.** This Agreement contains the entire agreement between the parties concerning the subject matter and supersedes all prior oral or written communications or agreements between the parties on such subject matter. This Agreement is binding upon and inures the benefit of the administrators, personal representatives, legatees, heirs, successors and assigns of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first written above.

DAVID GURITZ

By: David Guritz

Date: 11/18/2025

KENDALL COUNTY FOREST PRESERVE DISTRICT

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

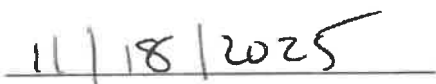
**Addendum to Severance Agreement and Waiver and Release of All Claims**

As set forth in the Severance Agreement and Waiver and Release of All Claims (“Agreement”), and in compliance with the Age Discrimination in Employment Act of 1967, as amended, and the Older Workers’ Benefit Protection Act, this Agreement may be revoked by the Employee at any time within seven (7) days after the date of signing by the Employee. To revoke this Agreement, Employee should provide written notice of revocation along with any signed copies of the Agreement with the revocation notice via United States mail, postage prepaid, addressed to: Kendall County State’s Attorney, 807 W. John Street, Yorkville, Illinois 60560. Employee’s written notice of revocation along with any signed copies of the Agreement must be received by the Kendall County State’s Attorney on or before the seventh day of the revocation period.

By signing his name below, Employee represents that he (i) has read this entire Agreement and understands its terms; (ii) has been advised in writing to consult with an attorney of his choosing before signing the Agreement; (iii) has been given the opportunity to have at least 21 days after receipt of this Agreement to consider whether or not to sign it and Employee was not pressured or induced to make a decision in less time; (iv) fully understands the terms and effects of this Agreement; (v) is voluntarily executing this Agreement of his own free act and deed for the purpose of inducing the payment and benefits referred to in this Agreement; and (vi) no payment or consideration has been promised to him for entering into and signing this Agreement which is not specified in this Agreement.



David Guritz



Date

## EMPLOYMENT AGREEMENT

This EMPLOYMENT AGREEMENT (hereinafter called "Agreement"), is made and entered into this 1st day of December, 2025, by and between the Kendall County Forest Preserve District (hereinafter called the "Employer") and Antoinette White (hereinafter called the "Employee"), both parties understand and agree as follows:

**WHEREAS**, it is the desire of the Employer to employ the services of the Employee as Executive Director on an "at will" basis, and Employee desires to commence employment as the Executive Director on an "at will" basis;

**WHEREAS**, it is the desire of the Employer and the Employee to enter into this Agreement effective December 1<sup>st</sup>, 2025, through November 30<sup>th</sup>, 2028, to establish certain terms and conditions of continued employment and to set the continued working conditions of said Employee;

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, the parties agree, as follows:

- I. **Recitals**: The above recitals are hereby incorporated as if fully set forth herein.
- II. **Description of Employment**
  - A. During the term of this Agreement, Employer hereby agrees to employ Employee, and Employee agrees to provide to Employer the services required as Executive Director for Employer.
  - B. As Executive Director, Employee shall perform all those functions and duties as set forth in the Executive Director's job description, which is attached hereto as Exhibit 1 and incorporated herein by reference. The Employer and Employee understand and agree that the job description attached as **Exhibit 1** may be amended at any time during the term of this Agreement by a majority vote of the Kendall County Forest Preserve District Board of Commissioners present for said vote. Upon approval of an amended job description by a majority vote of the Kendall County Forest Preserve District Board of Commissioners, the amended job description shall automatically replace Exhibit 1 and be incorporated into this Agreement without any further action required by the parties to this Agreement.
  - C. Employee acknowledges that Employee's employment as Executive Director is not limited to scheduled or regular hours and that Employee is an "exempt employee" for purposes of the Fair Labor Standards Act and Illinois Minimum Wage Law.

- D. Employee or Employee's designated staff employed by the Employer will, in addition to the day-to-day activities, attend Kendall County Forest Preserve District Board of Commissioners meetings and committee meetings as scheduled and requested by the Kendall County Forest Preserve District Board of Commissioners. Employee will also be responsible for overseeing the production of information and reports requested by the Kendall County Forest Preserve District Board of Commissioners.
- E. Employee shall represent and promote Kendall County to the best of Employee's ability, energy, and skill and shall address all of the responsibilities associated with Executive Director with due diligence. Furthermore, as Executive Director, Employee shall abide by all state and federal laws, County ordinances, and the Employer's policies and procedures, as may be in effect from time to time.
- F. Employer has provided to Employee, and Employee acknowledges receipt of, the Kendall County Forest Preserve District Employee Handbook. The terms and conditions of the Employee Handbook are hereby incorporated by this reference as though fully stated herein, except that to the extent that any terms and conditions in the Employee Handbook conflict with this Agreement, the term or condition stated in this Agreement shall control. Employee agrees to comply with all policies and procedures set forth in the Employee Handbook.
- G. Employer and Employee agree to the terms and conditions stated in the Employee Handbook, as may be amended, supplemented or modified from time to time in the sole discretion of the Employer by a majority vote of the Kendall County Forest Preserve District Board of Commissioners members present for said vote.

**III. Employment At Will**

- A. Employee will be an "at-will" employee. As an "at-will" employee, Employee understands and agrees that Employee's employment as Executive Director shall be subject to termination at any time, with or without cause. This Agreement is intended only as a written statement of the economic relationship of the parties, and not a guaranty of continued employment.

**IV. Confidentiality**

- A. Employee shall be exposed to confidential information while performing the duties as Executive Director. For purposes of this Agreement, "confidential information" shall be defined as personal information Employee has obtained during Employee's employment regarding and/or relating to individuals' vital records, military records and/or property records; personnel information; medical and/or benefits information; and individuals' addresses, telephone numbers, driver's license numbers, dates of birth, and social security numbers.

- B. By signing this Agreement, Employee agrees that Employee shall not, at any time during and after Employee's employment, disclose any confidential information except as required to perform Employee's assigned duties for the Employer or as permitted pursuant to applicable state and/or federal law or court order. In the event Employee is not certain whether Employee may disclose confidential information, Employee agrees to obtain approval from the Kendall County Forest Preserve District Board of Commissioners President and/or Kendall County Forest Preserve District Board of Commissioners Vice President before Employee discloses the confidential information, to the extent permitted by law. Upon Employee's separation of employment, Employee understands that Employee shall return all confidential information and all of Employer's property in Employee's possession that Employee obtained during Employee's employment with the Employer. Employee understands and agrees that any negligent or willful breach of confidentiality will be grounds for immediate discipline up to and including Employee's immediate termination of employment for cause.
  
- C. The parties understand and agree that nothing in this Agreement shall prohibit, prevent or otherwise restrict the Employee's right (1) to report any good faith allegation of unlawful employment practices (as defined in 820 ILCS 96/1-15) and/or alleged criminal conduct to the appropriate federal, state or local government agencies; (2) to participate in a proceeding with any appropriate federal, state, or local government agency enforcing discrimination laws; (3) to make any truthful statements or disclosures required by law, regulation or legal process; (4) to request or receive confidential legal advice; and (5) to disclose information as permitted pursuant to state law, federal law, and/or court order.

**V. Performance Evaluations**

- A. Employee shall serve a six (6) month probationary period in her new role as Executive Director beginning December 1, 2025. On or before July 1, 2026, the President of the Kendall County Forest Preserve District Board of Commissioners, with input from the Kendall County Forest Preserve District Board of Commissioners, shall review and evaluate Employee's performance and shall determine if Employee successfully completed the six (6) month probationary period. The probationary period performance evaluation shall consist of a process, form, criteria, and format that is consistent with the Employer's probationary period performance evaluation procedures utilized for other Kendall County Forest Preserve District employees.
  
- B. The President of the Kendall County Forest Preserve District Board of Commissioners, with input from the Kendall County Forest Preserve District Board of Commissioners, shall review and evaluate the performance of the Employee in writing at least once annually. The performance evaluation shall consist of a

process, form, criteria, and format that is consistent with the Employer's performance evaluation procedures utilized for other Kendall County Forest Preserve District employees.

**VI. Salary & Benefits**

- A. **Base Salary.** The Employer agrees to pay the Employee for full-time services rendered as the Executive Director of Kendall County Forest Preserve District an annual base salary (based upon the Employer's fiscal year of December 1 through November 30<sup>th</sup> of the next subsequent year), less all applicable payroll withholdings. The Employer shall pay the annual base salary to Employee in installments pursuant to the Employer's regular payroll schedule for other Kendall County Forest Preserve District employees. The Employee's annual base salary amount will be as follows during the term of this Agreement:
1. Commencing on December 1, 2025, Employee's annual base salary amount shall be one hundred thousand Dollars and zero Cents (\$100,000.00) per fiscal year, less all applicable payroll withholdings.
  2. Commencing on July 1, 2026, Employee's annual base salary amount shall be one hundred and five thousand Dollars and zero Cents (\$105,00.00) per fiscal year, less all applicable payroll with, contingent on Employee's successful completion of the six (6) month probationary period.
  3. Commencing on December 1, 2026, Employee's annual base salary amount shall be one hundred ten thousand Dollars and zero Cents (\$110,000.00) per fiscal year, less all applicable payroll withholdings.
  4. Commencing on December 1, 2027, Employee's annual base salary amount shall be one hundred fifteen thousand Dollars and zero Cents (\$115,000.00) per fiscal year, less all applicable payroll withholdings.
- B. **Paid Time Off.** The Employee's accrual and use of vacation, personal/sick leave, and holidays will be the same as it is for the Employer's other non-union full-time employees, as stated in the Kendall County Forest Preserve District's Employee Handbook, which may be amended from time to time by a majority vote of the Kendall County Forest Preserve District Board of Commissioners members present for said vote.

Through the Employer's electronic timekeeping system, Employee shall keep an accurate record of days worked, vacation days, personal days, and sick days. Employee shall make this record available to the Kendall County Forest Preserve District Board of Commissioners upon request.

- C. **Professional Memberships.** The Employer recognizes the value of the Employee's participation and leadership in related professional associations. The Employer will pay dues and reimburse reasonable expenses for participation in such associations as approved and budgeted by a majority vote of the Kendall County Forest Preserve District Board of Commissioners members present for said vote.
- D. **Insurance Benefits.** The Employer shall provide the same health, dental and vision insurance coverage options for the Employee and Employee's eligible dependents (if any) as the Employer does for other full-time Kendall County Forest preserve District non-union employees. The premium allocation amounts to be paid by the Employer and the Employee will be the same premium allocation amounts that are applied for the Employer's other full-time Kendall County Forest Preserve District non-union employees.
- E. **Pension.** As a full-time employee of the Employer, the Employee may be eligible to participate in the Illinois Municipal Retirement Fund (IMRF). IMRF provides retirement, disability, and death benefits in accordance with the Illinois Pension Code. Employee's contribution rate will be in accordance with IMRF's requirements for plan participants.
- F. **Bonding.** The Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any applicable federal or state law or local ordinance.
- G. The salary and benefits set forth in this Agreement are contingent upon the existence of an actual employment relationship between the parties as herein defined. It is further understood that in the event the Employee resigns or the employment relationship is otherwise terminated, the Employee, the Employee's estate and heirs waive any claim for any additional salary and benefits except for (a) such salary installments that have accrued but are yet unpaid; (b) severance pay that is due pursuant to the terms and conditions set forth in this Agreement; (c) such paid time off benefits that have accrued and that must be paid pursuant to applicable state and federal wage laws; and/or (d) any additional discretionary amount determined to be due and owing to Employee, as determined by a majority vote of the Kendall County Forest Preserve District Board of Commissioners members present for said vote.

**VII. Term and Termination of Employment**

- A. The Agreement shall commence effective December 1, 2025, and shall remain in full force and effect until the close of business on November 30, 2028, provided, however, this Agreement may terminate at any time during the term of this Agreement upon the occurrence of any of the following:

1. **By Employee.** Employee may terminate Employee's employment with the Employer at any time during the term of this Agreement by providing Employer with at least thirty (30) calendar days written notice prior to the date of termination. If Employee terminates the employment relationship during the term of this Agreement, Employee shall be paid the following on or before the next regularly scheduled payroll date after Employee's last day of work:
  - i. The base salary earned by Employee, up to and including Employee's last day of work for Employer; and
  - ii. Any other accrued benefits earned by the Employee, up to and including Employee's last day of work for Employer, which Employer is required to pay out upon separation of employment pursuant to the Employer's policies and/or applicable state and federal law.

If Employee terminates the employment relationship, Employee shall *not* be eligible for and shall *not* receive any severance pay and/or any other compensation after Employee's termination of employment.

Also, in the event Employee voluntarily terminates Employee's employment with the Employer before November 30, 2028 without providing at least thirty (30) calendar days advance written notice to the Employer for any reason other than in the event of the Employee's death or physical disability, Employee shall pay to Employer an amount equal to the monetary equivalent of the total accrued vacation time paid to Employee upon Employee's separation of employment.

2. **By Employer.** Employee is an "employee at will". Therefore, Employer may dismiss Employee with or without cause at any time during the term of this Agreement, provided, however, the dismissal decision must be approved by the Kendall County Forest Preserve District President.
  - a. **Dismissal For Any Reason Other Than "For Cause"**. If Employer dismisses Employee for any reason other than "for cause" during the term of this Agreement, Employee shall be paid the following in one (1) month after the effective date of termination:
    - i. The base salary earned by Employee, up to and including Employee's last day of work for Employer;
    - ii. Any other accrued benefits earned by the Employee, up to and including Employee's last day of work for Employer,

which Employer is required to pay out upon separation of employment pursuant to the Employer's policies and/or applicable state and federal law; and

iii. A one-time severance payment, less all applicable payroll withholdings, pursuant to the following terms and conditions:

A. If the dismissal for any reason other than "for cause" occurs, Employee shall receive a one-time severance payment in an amount equal to ten (10) workweeks of Employee's then current base salary, less all applicable payroll withholdings.

B. The Employee understands and agrees that any severance payment issued by the Employer to the Employee at any time during the term of this Agreement shall not be an IMRF pensionable payment and, therefore, to the extent permitted by law, the Employer shall have no obligation to make an Employer contribution toward Employee's IMRF pension for this one-time severance payment.

b. **Dismissal For "Cause"**. If Employer dismisses Employee "for cause" during the term of this Agreement, Employee shall be paid the following on or before the next regularly scheduled payroll date after Employee's last day of work:

i. The base salary earned by Employee, up to and including Employee's last day of work for Employer; and

ii. Any other accrued benefits earned by the Employee, up to and including Employee's last day of work for Employer, which Employer is required to pay out upon separation of employment pursuant to the Employer's policies and/or applicable state and federal law.

If Employer dismisses Employee "for cause", Employee shall *not* be eligible for and shall *not* receive any severance pay and/or any other compensation upon Employee's termination of employment. For purposes of this Agreement, a dismissal "for cause" shall include any one or more of the following reasons:

- i. Employee's failure to successfully complete the six (6) month probationary period;
- ii. Employee's "misconduct", as defined in 5 ILCS 415/5;
- iii. Employee's conviction of or plea of guilty to a felony in a court of competent jurisdiction;
- iv. Employee's conviction of or plea of guilty to a misdemeanor offense in a court of competent jurisdiction that involves an act of fraud or dishonesty;
- v. Employee's failure or refusal to perform a lawful directive of a majority vote by the Kendall County Forest Preserve District Board of Commissioners who are present for said vote;
- vi. Employee's theft or misappropriation of money or other property of the Employer, as established by the Employer by a preponderance of the evidence in a court of competent jurisdiction;
- vii. Employee's breach of the confidentiality requirements set forth in Section IV of this Agreement, as established by the Employer by a preponderance of the evidence in a court of competent jurisdiction; and/or
- viii. Employee's breach of any term of this Agreement; provided, however, such dismissal for cause will only be effective if the Employee's breach is not cured by the Employee within fifteen (15) calendar days of receipt by Employee of written notice specifying in reasonable detail the nature of Employee's breach of the Agreement.

3. **Upon Employee's Death.** In the event of Employee's death during the term of this Agreement, this Agreement shall automatically terminate and no future payments and obligations shall arise.

B. Upon Employee's termination of employment for any reason, Employee agrees to return all materials of any type provided to Employee by Employer, including, but not limited to Employer's confidential information, cell phones, laptops/computers, tablets, computer hardware and software, cameras, files, recordings, keys, swipe cards, and any other equipment and documents that Employee obtained during the course of Employee's employment for Employer.

- C. Unless terminated early pursuant to the terms set forth above in this Agreement or unless otherwise agreed to in writing by the parties, this Agreement shall automatically renew for a successive one (1) year period (i.e., from December 1, 2028 through the close of business on November 30, 2029) unless either the Employee or Employer gives written notice of their intent not to renew the Agreement to the other party on or before September 1, 2029. In the event the Agreement is renewed for this successive one-year period, Employee's annual base salary amount will be one hundred twenty thousand Dollars and zero Cents (\$120,000.00) less all applicable payroll withholdings, effective December 1, 2029 through November 30, 2030, to the extent permitted pursuant to 55 ILCS 5/6-1003 and 55 ILCS 5/6-1005.

### **VIII. Notice**

- A. Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by U.S. mail, postage prepaid, registered return receipt addressed to the following:

For Employer: Attention: President of the Kendall County Forest Preserve District Board of Commissioners, 110 W. Madison Street, Yorkville, Illinois 60560, fax 630-553-4023, with copy sent to: Kendall County State's Attorney, 807 John Street, Yorkville, Illinois, 60560, fax (630) 553-4204.

For Employee: Antoinette White, [REDACTED].

Alternatively, notices required pursuant to this Agreement may be personally served. Notice shall be deemed given as of the date of personal service or as of five (5) calendar days after the date of deposit of such written notice in the course of transmission in the U.S. Postal Service. The addresses as recited may be changed by the parties from time to time by hand delivering written notice thereof to the other party.

### **IX. Outside Employment**

During the term of this Agreement, Employee is prohibited from holding outside employment if that outside employment poses a conflict of interest with the Employee's job duties for the Employer or if the job duties or hours of the other position hinder the employee's ability to perform to the best of Employee's ability in Employee's position with the Employer. Employee must promptly notify the Kendall County Forest Preserve District Board of Commissioners President in writing of any outside employment during the term of this Agreement.

**X. Indemnification**

Except for the willful and wanton misconduct of the Employee, the Employer shall defend, save and hold harmless, and indemnify Employee against any tort, professional liability claims or demand, or other legal action arising out of an alleged act or omission occurring in the performance of the Employee's official duties as Executive Director. Employer may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon with or without Employee's consent.

**XI. Miscellaneous**

- A. By signing Employee's name below, Employee acknowledges and affirms the following:
1. Employee has been advised in writing to consult with an attorney and has been provided with a period of at least twenty-one (21) days to consult with an attorney prior to signing this Agreement. Any proposed or actual modifications to this Agreement does not restart the 21-day consideration period.
  2. The consideration provided in Sections VI and VII of this Agreement constitutes monies and other benefits to which Employee otherwise would not be entitled, and that Employee is being paid these amounts in consideration for signing this Agreement.
  3. Employee had a reasonable period of time to consider this Agreement and, for a period of seven (7) calendar days following Employee's execution of this Agreement, Employee may revoke the terms of this Agreement by a written document received by Employer on or before the end of the seven (7) calendar day period ("the Effective Date"). Employee shall send written notice of revocation along with any signed copies of the Agreement via United States mail, postage prepaid, addressed to: Kendall County State's Attorney, 807 W. John Street, Yorkville, Illinois 60560.
- B. This Agreement 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 Agreement.
- C. The parties have inserted the paragraph headings and numbers for convenience of reference only, and if there shall be any conflict between such headings or numbers and the text of this Agreement, the text shall control.
- D. The failure of either party to this Agreement to enforce any of its terms, provisions or covenants will not be construed as a waiver of the same or of the right of such

party to enforce the same. Waiver by either party hereto of any breach or default by the other party of any term or provision of this Agreement will not operate as a waiver of any other breach or default.

- E. The respective rights and obligations of the parties hereunder will survive any termination of this Agreement to the extent necessary for the intended preservation of such rights and obligations.
- F. Neither party shall assign, sublet, sell, or transfer its interest in this Agreement without the prior written consent of the other.
- G. In any action with respect to this Agreement, the parties are free to pursue any legal remedies at law or in equity.
- H. This Agreement shall be construed in accordance with the law and Constitution of the State of Illinois and if any provision is invalid for any reason such invalidations shall not render invalid other provisions that can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit, State of Illinois.
- I. This Agreement represents the entire Agreement between the parties and there are no other promises or conditions in any other Agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties and may not be modified except in writing acknowledged by both parties.

IN WITNESS WHEREOF, the Employer has caused this Agreement to be signed and executed on its behalf by the Kendall County Forest Preserve District Board of Commissioners President, and duly attested by the Kendall County Forest Preserve District Board of Commissioners Secretary, and the Employee has signed and executed this Agreement, the day and year written below.

KENDALL COUNTY FOREST PRESERVE DISTRICT (EMPLOYER)

\_\_\_\_\_  
Brian DeBolt  
President of the Kendall County Forest  
Preserve District Board of Commissioners

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Secretary of the Kendall County  
Forest Preserve District  
Board of Commissioners

ANTOINETTE WHITE (EMPLOYEE)

\_\_\_\_\_  
Antoinette White

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Illinois Notary Public

## EXHIBIT 1

### KENDALL COUNTY FOREST PRESERVE DISTRICT JOB DESCRIPTION

**CLASS TITLE:** Executive Director

**WAGE CATEGORY:** FLSA Exempt

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

**EFFECTIVE DATE:** December 1, 2025

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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. 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. Directly supervises the Administrative Assistant, Grounds and Natural Resources Division Manager, and Environmental Education and Outreach Division 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.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Customarily and regularly performs supervisory and management duties in various preserve locations including, but 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;
  - 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 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;
  - Maintaining production and operations records for use in supervision and control of the District's natural resources management projects;
  - 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;
- 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
- 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;

- Drafting, implementing, and administering ordinances and policies approved by the Board of Commissioners, including the District's General Use Ordinance;
- 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
- 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;
- 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;
- 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;
- 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;
- Develops and administers grant funded projects for preserve improvements and natural areas management.
- 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;
- 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;
- Directs the activities and meeting schedule of the District's Safety Committee.
- Develops and maintains press releases and District website platforms.
- Coordinates and directly participates in the marketing, sponsorship and fundraising efforts of the District, including management of social media platforms, advertising, website development.
- Maintains professional collaboration with other agency administrators and community organizations both within and outside of Kendall County, Illinois.
- 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.
- Develops, generates, and issues permits under the District's General Use Ordinance.
- 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.
- 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;
- Develops goals and objectives for natural resource management projects.
- 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 Commission;
- Ensures that natural resource project permitting requirements and objectives are fully met.
- Collects GIS data for spreadsheet entry and management, including mapping of natural area plant communities, ecotypes, and threats.
- 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.

- Provides first aid or take other emergency measures when necessary as indicated in student, volunteer and staff emergency protocol and procedures.
- Provides for the safety and security of the employees, volunteers, visitors, and District property;
- 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.
- 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).
- Appoints an Acting Director for the District during short-term absences and vacations.
- Communicates District rules and regulations to the public, staff, and volunteers.
- Participates in emergency preparedness and response activities.
- Maintains regular attendance and punctuality.
- Performs other duties as assigned.

**SUPERVISORY RESPONSIBILITIES:**

- This position directly supervises the Executive Assistant, Environmental Education and Outreach Division Manager, and 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:**

- 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 or equivalent combination of training and experienced required.
- 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

Amended: October 21, 2025