Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

FOREST PRESERVES & PROGRAMS		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Beginning Balance		***$ 344,356***	**$ 344,356**		***$ 309,838***	**$ 309,838**		**$ 34,519**	
Revenue									
Revenue - Administration	65.3%	*757,104*	158,265	20.9%	*739,247*	151,825	20.5%	6,440	4%
Revenue - Ellis House & Equestrian Center	12.4%	*143,200*	57,143	39.9%	*118,247*	64,735	54.7%	-7,592	-12%
Revenue - Hoover FP	6.5%	*75,025*	50,741	67.6%	*64,275*	46,000	71.6%	4,741	10%
Revenue - Env. Education	14.1%	*162,930*	82,106	50.4%	*154,146*	74,035	48.0%	8,071	11%
Revenue - Natural Area Volunteers	0.0%	*500*	-		*2,000*	-			
Revenue - Grounds & Natural Resources	1.0%	*11,200*	3,018	26.9%	*20,200*	4,085	20.2%	-1,067	-26%
Revenue - Pickerill Pigott FP	0.8%	*9,400*	-						
Total Revenue	100.0%	***1,159,359***	**351,273**	**30.3%**	***1,098,115***	**340,680**	**31.0%**	**10,593**	**3%**
Expenditure									
Expenditure - Administration	27.4%	*314,970*	121,966	38.7%	*310,345*	109,366	35.2%	12,600	12%
Expenditure - Ellis House & Equestrian Center	15.7%	*180,381*	93,081	51.6%	*157,310*	76,909	48.9%	16,172	21%
Expenditure - Hoover FP	16.3%	*186,896*	90,331	48.3%	*170,628*	80,771	47.3%	9,560	12%
Expenditure - Env. Education	13.1%	*150,618*	73,910	49.1%	*142,478*	71,517	50.2%	2,393	3%
Expenditure - Natural Area Volunteers	0.0%	*500*	601	120.2%	*500*	1,221	244.2%	-620	-51%
Expenditure - Grounds & Natural Resources	25.9%	*298,040*	129,890	43.6%	*306,353*	145,349	47.4%	-15,459	-11%
Expenditure - Pickerill Pigott FP	1.6%	*17,817*	4,155	23.3%		4,319		-165	-4%
Total Expenditure	100.0%	***1,149,222***	**513,935**	**44.7%**	***1,087,614***	**489,453**	**45.0%**	**24,482**	**5%**
ENDING BAL		***$ 354,493***	**$ 181,694**		***$ 320,339***	**$ 161,065**		***$ 20,629***	**12.8%**
Surplus/(Deficit)		***$ 10,137***	**$ (162,662)**		***$ 10,501***	**$ (148,773)**		**$ (13,890)**	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

FOREST PRESERVE CATEGORIES		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Beginning Balance		***$ 344,356***	**$ 344,356**		***$ 309,838***	**$ 309,838**		**$ 34,519**	
Revenue									
Property Tax	51.4%	*595,374*	53,386	9.0%	*576,247*	49,637	8.6%	3,749	8%
Interest Income	0.1%	*700*	784	112.0%	*170*	228	134.1%	556	244%
Other Income	0.6%	*7,500*	-		*14,000*	929	6.6%	-929	
Donations	0.4%	*4,500*	1,444	32.1%	*10,000*	365	3.7%	1,079	296%
Rental Revenue	6.4%	*74,625*	42,146	56.5%	*59,975*	39,849	66.4%	2,297	6%
Program Revenue	25.2%	*292,530*	134,492	46.0%	*253,793*	132,615	52.3%	1,877	1%
Grants	0.3%	*3,500*	318	9.1%	*3,500*	-			
Farm License Revenue	13.0%	*151,030*	102,160	67.6%	*151,030*	100,427	66.5%	1,733	2%
Security Deposits	2.3%	*26,600*	15,150	57.0%	*26,100*	15,226	58.3%	-76	0%
Credit Card Revenue	0.3%	*3,000*	1,393	46.4%	*3,300*	1,404	42.5%	-11	-1%
Total Revenue	100.0%	***1,159,359***	**351,273**	**30.3%**	***1,098,115***	**340,680**	**31.0%**	**10,593**	**3%**
Expenditure									
Personnel	58.5%	*672,046*	318,007	47.3%	*615,212*	281,046	45.7%	36,961	13%
Employee Benefits	21.3%	*245,086*	71,265	29.1%	*237,097*	84,563	35.7%	-13,298	-16%
Contractual	4.8%	*55,705*	38,812	69.7%	*56,395*	37,312	66.2%	1,500	4%
Commodities	11.2%	*128,285*	60,633	47.3%	*124,110*	64,475	52.0%	-3,843	-6%
Other	4.2%	*48,100*	25,218	52.4%	*54,800*	22,056	40.2%	3,162	14%
Total Expenditure	100.0%	***1,149,222***	**513,935**	**44.7%**	***1,087,614***	**489,453**	**45.0%**	**24,482**	**5%**
ENDING BAL		***$ 354,493***	**$ 181,694**		***$ 320,339***	**$ 161,065**		**$ 20,629**	**12.8%**
Surplus/(Deficit)		***$ 10,137***	**$ (162,662)**		***$ 10,501***	**$ (148,773)**		**$ (13,890)**	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ADMINISTRATION

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Property Tax	78.6%	*595,374*	53,386	9.0%	*576,247*	49,637	8.6%	3,749	8%
Interest Income	0.1%	*700*	784	112.0%	*170*	228	134.1%	556	244%
Other Income	0.9%	*6,500*	-		*8,000*	129	1.6%	-129	
Donations	0.1%	*500*	542	108.3%	*500*	-			
Farm License Revenue	19.9%	*151,030*	102,160	67.6%	*151,030*	100,427	66.5%	1,733	2%
Security Deposit Revenue									
Credit Card Revenue	0.4%	*3,000*	1,393	46.4%	*3,300*	1,404	42.5%	-11	-1%
Program Revenue									
Total Revenue	100.0%	***757,104***	**158,265**	**20.9%**	***739,247***	**151,825**	**20.5%**	**6,440**	**4%**
Expenditure									
Personnel	50.6%	*159,485*	75,790	47.5%	*143,428*	64,769	45.2%	11,021	17%
Employee Benefits	38.5%	*121,345*	21,690	17.9%	*117,017*	22,782	19.5%	-1,092	-5%
Contractual	5.7%	*18,100*	13,450	74.3%	*17,800*	11,113	62.4%	2,337	21%
Commodities	5.1%	*16,040*	8,625	53.8%	*20,900*	9,820	47.0%	-1,195	-12%
Other		-	2,411		*11,200*	882	7.9%	1,529	
Total Expenditure	100.0%	***314,970***	**121,966**	**38.7%**	***310,345***	**109,366**	**35.2%**	**12,600**	**12%**
Surplus/(Deficit)		***$ 442,134***	**$ 36,299**		***$ 428,902***	**$ 42,459**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ELLIS HOUSE & EQUESTRIAN CENTER

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations	0.3%	*500*	103	20.5%	*500*	-		103	
Security Deposit	7.4%	*10,600*	4,355	41.1%	*15,600*	6,150	39.4%	-1,795	-29%
Credit Card Revenue		-	-		-	-			
Program Revenue	92.2%	*132,100*	52,686	39.9%	*102,147*	58,585	57.4%	-5,899	-10%
Total Revenue	100.0%	***143,200***	**57,143**	**39.9%**	***118,247***	**64,735**	**54.7%**	**(7,592)**	**-12%**
Expenditure									
Personnel	56.2%	*101,436*	54,064	53.3%	*84,030*	37,802	45.0%	16,262	43%
Employee Benefits	6.1%	*11,070*	6,030	54.5%	*10,515*	5,639	53.6%	391	7%
Contractual	11.3%	*20,355*	18,251	89.7%	*20,955*	17,823	85.1%	428	2%
Commodities	16.6%	*29,920*	9,754	32.6%	*24,210*	12,285	50.7%	-2,531	-21%
Other	9.8%	*17,600*	4,983	28.3%	*17,600*	3,361	19.1%	1,622	48%
Total Expenditure	100.0%	***180,381***	**93,081**	**51.6%**	***157,310***	**76,910**	**48.9%**	**16,171**	**21%**
Surplus/(Deficit)		***$ (37,181)***	**$ (35,938)**		***$ (39,063)***	**$ (12,175)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

HOOVER FOREST PRESERVE

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-					-	
Rental Revenue	80.0%	*60,025*	39,946	66.5%	*53,775*	36,924	68.7%	3,022	8%
Security Deposit Rev	20.0%	*15,000*	10,795	72.0%	*10,500*	9,076	86.4%	1,719	19%
Program Revenue		-	-						
Total Revenue	100.0%	***75,025***	**50,741**	**67.6%**	***64,275***	**46,000**	**71.6%**	**4,741**	**10%**
Expenditure									
Personnel	53.5%	*99,950*	47,923	47.9%	*88,400*	40,069	45.3%	7,854	20%
Employee Benefits	15.4%	*28,846*	11,190	38.8%	*26,829*	12,409	46.3%	-1,219	-10%
Contractual		-	-		-	-			
Commodities	24.1%	*45,100*	24,866	55.1%	*48,900*	21,633	44.2%	3,233	15%
Other	7.0%	*13,000*	6,353	48.9%	*6,500*	6,660	102.5%	-308	-5%
Total Expenditure	100.0%	***186,896***	**90,331**	**48.3%**	***170,629***	**80,771**	**47.3%**	**9,560**	**12%**
Surplus/(Deficit)		***$ (111,871)***	**$ (39,591)**		***$ (106,354)***	**$ (34,771)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ENVIRONMENTAL EDUCATION

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations	1.5%	*2,500*	300	12.0%	*2,500*	5	0.2%	295	5900%
Security Deposit									
Credit Card Revenue		-			-				
Program Revenue	98.5%	*160,430*	81,806	51.0%	*151,646*	74,030	48.8%	7,776	11%
Total Revenue	100.0%	***162,930***	**82,106**	**50.4%**	***154,146***	**74,035**	**48.0%**	**8,071**	**11%**
Expenditure									
Personnel	84.3%	*126,927*	63,608	50.1%	*117,788*	59,996	50.9%	3,612	6%
Employee Benefits	10.5%	*15,791*	7,622	48.3%	*17,090*	8,623	50.5%	-1,001	-12%
Contractual		-	-		-	-			
Commodities	5.2%	*7,900*	2,681	33.9%	*7,600*	2,898	38.1%	-217	-8%
Other		-	-		-	-			
Total Expenditure	100.0%	***150,618***	**73,910**	**49.1%**	***142,478***	**71,517**	**50.2%**	**2,393**	**3%**
Surplus/(Deficit)		***$ 12,312***	**$ 8,196**		***$ 11,668***	**$ 2,518**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

NATURAL AREA VOLUNTEERS

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations	100.0%	*500*	-		*2,000*			-	
Security Deposit								-	
Credit Card Revenue								-	
Program Revenue								-	
Total Revenue	100.0%	***500***	**-**		***2,000***	**-**			
Expenditure									
Personnel		-	-					-	
Employee Benefits		-	-					-	
Contractual		-	-					-	
Commodities	100.0%	*500*	601	120.2%	*500*	1,221	244.2%	-620	-51%
Other		-	-						
Total Expenditure	100.0%	***500***	**601**	**120.2%**	***500***	**1,221**	**244.2%**	**(620)**	**-51%**
Surplus/(Deficit)		***$ -***	**$ (601)**		***$ 1,500***	**$ (1,221)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

GROUNDS & NATURAL RESOURCES

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Other Income	8.9%	*1000*	-		*6000*	800	13.3%	-800	-100%
Donations	4.5%	*500*	500	100.0%	*4,500*	360	8.0%	140	39%
Grants	31.3%	*3,500*	318	9.1%	*3,500*	-		318	
Credit Card Revenue									
Rental Revenue	55.4%	*6,200*	2,200	35.5%	*6,200*	2,925	47.2%	-725	-25%
Total Revenue	100.0%	***11,200***	**3,018**	**26.9%**	***14,200***	**3,285**	**23.1%**	**(267)**	**-8%**
Expenditure									
Personnel	58.3%	*173,848*	76,622	44.1%	*181,567*	78,411	43.2%	-1,789	-2%
Employee Benefits	22.3%	*66,417*	24,733	37.2%	*65,646*	35,110	53.5%	-10,377	-30%
Contractual	5.8%	*17,250*	7,111	41.2%	*17,640*	8,376	47.5%	-1,265	-15%
Commodities	7.7%	*23,025*	9,952	43.2%	*22,000*	12,299	55.9%	-2,347	-19%
Other	5.9%	*17,500*	11,471	65.6%	*19,500*	11,154	57.2%	317	3%
Total Expenditure	100.0%	***298,040***	**129,890**	**43.6%**	***306,353***	**145,350**	**47.4%**	**(15,460)**	**-11%**
Surplus/(Deficit)		***$ (286,840)***	**$ (126,873)**		***$ (292,153)***	**$ (142,065)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

PICKERILL PIGOTT FP

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-						
Other Income		-	-						
Rental Revenue	89.4%	*8,400*	-						
Security Deposit	10.6%	*1,000*	-						
Total Revenue	100.0%	***9,400***	**-**		**-**	**-**			
Expenditure									
Personnel	58.4%	*10,400*	-						
Employee Benefits	9.1%	*1,617*	-						
Contractual									
Commodities	32.6%	*5,800*	4,155	71.6%		4,319		-164	-4%
Other		-	-						
Total Expenditure	100.0%	***17,817***	**4,155**	**23.3%**	**-**	**4,319**		**(164)**	**-4%**
Surplus/(Deficit)		***$ (8,417)***	**$ (4,155)**		***$ -***	**$ (4,319)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

FOREST PRESERVES & PROGRAMS		Current Year FY19 Budget	Current Year FY19 YTD	Current Year FY19 %	Prior Year FY18 Budget	Prior Year FY18 YTD	Prior Year FY18 %	YTD Variance $ Change	YTD Variance % Change
Beginning Balance		$ *344,356*	$ 344,356		$ *309,838*	$ 309,838		$ 34,519	
Revenue									
Revenue - Administration	65.3%	*757,104*	158,265	20.9%	*739,247*	151,825	20.5%	6,440	4%
Revenue - Ellis House & Equestrian Center	12.4%	*143,200*	57,143	39.9%	*118,247*	64,735	54.7%	-7,592	-12%
Revenue - Hoover FP	6.5%	*75,025*	50,741	67.6%	*64,275*	46,000	71.6%	4,741	10%
Revenue - Env. Education	14.1%	*162,930*	82,106	50.4%	*154,146*	74,035	48.0%	8,071	11%
Revenue - Natural Area Volunteers	0.0%	*500*	-		*2,000*	-			
Revenue - Grounds & Natural Resources	1.0%	*11,200*	3,018	26.9%	*20,200*	4,085	20.2%	-1,067	-26%
Revenue - Pickerill Pigott FP	0.8%	*9,400*	-						
Total Revenue	100.0%	***1,159,359***	**351,273**	**30.3%**	***1,098,115***	**340,680**	**31.0%**	**10,593**	**3%**
Expenditure									
Expenditure - Administration	27.4%	*314,970*	121,966	38.7%	*310,345*	109,366	35.2%	12,600	12%
Expenditure - Ellis House & Equestrian Center	15.7%	*180,381*	93,081	51.6%	*157,310*	76,909	48.9%	16,172	21%
Expenditure - Hoover FP	16.3%	*186,896*	90,331	48.3%	*170,628*	80,771	47.3%	9,560	12%
Expenditure - Env. Education	13.1%	*150,618*	73,910	49.1%	*142,478*	71,517	50.2%	2,393	3%
Expenditure - Natural Area Volunteers	0.0%	*500*	601	120.2%	*500*	1,221	244.2%	-620	-51%
Expenditure - Grounds & Natural Resources	25.9%	*298,040*	129,890	43.6%	*306,353*	145,349	47.4%	-15,459	-11%
Expenditure - Pickerill Pigott FP	1.6%	*17,817*	4,155	23.3%		4,319		-165	-4%
Total Expenditure	100.0%	***1,149,222***	**513,935**	**44.7%**	***1,087,614***	**489,453**	**45.0%**	**24,482**	**5%**
ENDING BAL		$ ***354,493***	$ **181,694**		$ ***320,339***	$ **161,065**		$ ***20,629***	**12.8%**
Surplus/(Deficit)		$ ***10,137***	$ **(162,662)**		$ ***10,501***	$ **(148,773)**		$ **(13,890)**	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

FOREST PRESERVE CATEGORIES		Current Year FY19 Budget	Current Year FY19 YTD	Current Year FY19 %	Prior Year FY18 Budget	Prior Year FY18 YTD	Prior Year FY18 %	YTD Variance $ Change	YTD Variance % Change
Beginning Balance		***$ 344,356***	**$ 344,356**		***$ 309,838***	**$ 309,838**		**$ 34,519**	
Revenue									
Property Tax	51.4%	*595,374*	53,386	9.0%	*576,247*	49,637	8.6%	3,749	8%
Interest Income	0.1%	*700*	784	112.0%	*170*	228	134.1%	556	244%
Other Income	0.6%	*7,500*	-		*14,000*	929	6.6%	-929	
Donations	0.4%	*4,500*	1,444	32.1%	*10,000*	365	3.7%	1,079	296%
Rental Revenue	6.4%	*74,625*	42,146	56.5%	*59,975*	39,849	66.4%	2,297	6%
Program Revenue	25.2%	*292,530*	134,492	46.0%	*253,793*	132,615	52.3%	1,877	1%
Grants	0.3%	*3,500*	318	9.1%	*3,500*	-			
Farm License Revenue	13.0%	*151,030*	102,160	67.6%	*151,030*	100,427	66.5%	1,733	2%
Security Deposits	2.3%	*26,600*	15,150	57.0%	*26,100*	15,226	58.3%	-76	0%
Credit Card Revenue	0.3%	*3,000*	1,393	46.4%	*3,300*	1,404	42.5%	-11	-1%
Total Revenue	100.0%	***1,159,359***	**351,273**	**30.3%**	***1,098,115***	**340,680**	**31.0%**	**10,593**	**3%**
Expenditure									
Personnel	58.5%	*672,046*	318,007	47.3%	*615,212*	281,046	45.7%	36,961	13%
Employee Benefits	21.3%	*245,086*	71,265	29.1%	*237,097*	84,563	35.7%	-13,298	-16%
Contractual	4.8%	*55,705*	38,812	69.7%	*56,395*	37,312	66.2%	1,500	4%
Commodities	11.2%	*128,285*	60,633	47.3%	*124,110*	64,475	52.0%	-3,843	-6%
Other	4.2%	*48,100*	25,218	52.4%	*54,800*	22,056	40.2%	3,162	14%
Total Expenditure	100.0%	***1,149,222***	**513,935**	**44.7%**	***1,087,614***	**489,453**	**45.0%**	**24,482**	**5%**
ENDING BAL		***$ 354,493***	**$ 181,694**		***$ 320,339***	**$ 161,065**		**$ 20,629**	**12.8%**
Surplus/(Deficit)		***$ 10,137***	**$ (162,662)**		***$ 10,501***	**$ (148,773)**		**$ (13,890)**	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ADMINISTRATION

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Property Tax	78.6%	*595,374*	53,386	9.0%	*576,247*	49,637	8.6%	3,749	8%
Interest Income	0.1%	*700*	784	112.0%	*170*	228	134.1%	556	244%
Other Income	0.9%	*6,500*	-		*8,000*	129	1.6%	-129	
Donations	0.1%	*500*	542	108.3%	*500*	-			
Farm License Revenue	19.9%	*151,030*	102,160	67.6%	*151,030*	100,427	66.5%	1,733	2%
Security Deposit Revenue									
Credit Card Revenue	0.4%	*3,000*	1,393	46.4%	*3,300*	1,404	42.5%	-11	-1%
Program Revenue									
Total Revenue	100.0%	***757,104***	**158,265**	**20.9%**	***739,247***	**151,825**	**20.5%**	**6,440**	**4%**
Expenditure									
Personnel	50.6%	*159,485*	75,790	47.5%	*143,428*	64,769	45.2%	11,021	17%
Employee Benefits	38.5%	*121,345*	21,690	17.9%	*117,017*	22,782	19.5%	-1,092	-5%
Contractual	5.7%	*18,100*	13,450	74.3%	*17,800*	11,113	62.4%	2,337	21%
Commodities	5.1%	*16,040*	8,625	53.8%	*20,900*	9,820	47.0%	-1,195	-12%
Other		-	2,411		*11,200*	882	7.9%	1,529	
Total Expenditure	100.0%	***314,970***	**121,966**	**38.7%**	***310,345***	**109,366**	**35.2%**	**12,600**	**12%**
Surplus/(Deficit)		***$ 442,134***	**$ 36,299**		***$ 428,902***	**$ 42,459**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ELLIS HOUSE & EQUESTRIAN CENTER

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations	0.3%	*500*	103	20.5%	*500*	-		103	
Security Deposit	7.4%	*10,600*	4,355	41.1%	*15,600*	6,150	39.4%	-1,795	-29%
Credit Card Revenue		-	-		-	-			
Program Revenue	92.2%	*132,100*	52,686	39.9%	*102,147*	58,585	57.4%	-5,899	-10%
Total Revenue	100.0%	***143,200***	**57,143**	**39.9%**	***118,247***	**64,735**	**54.7%**	**(7,592)**	**-12%**
Expenditure									
Personnel	56.2%	*101,436*	54,064	53.3%	*84,030*	37,802	45.0%	16,262	43%
Employee Benefits	6.1%	*11,070*	6,030	54.5%	*10,515*	5,639	53.6%	391	7%
Contractual	11.3%	*20,355*	18,251	89.7%	*20,955*	17,823	85.1%	428	2%
Commodities	16.6%	*29,920*	9,754	32.6%	*24,210*	12,285	50.7%	-2,531	-21%
Other	9.8%	*17,600*	4,983	28.3%	*17,600*	3,361	19.1%	1,622	48%
Total Expenditure	100.0%	***180,381***	**93,081**	**51.6%**	***157,310***	**76,910**	**48.9%**	**16,171**	**21%**
Surplus/(Deficit)		***$ (37,181)***	**$ (35,938)**		***$ (39,063)***	**$ (12,175)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

HOOVER FOREST PRESERVE

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-					-	
Rental Revenue	80.0%	*60,025*	39,946	66.5%	*53,775*	36,924	68.7%	3,022	8%
Security Deposit Rev	20.0%	*15,000*	10,795	72.0%	*10,500*	9,076	86.4%	1,719	19%
Program Revenue		-	-						
Total Revenue	100.0%	***75,025***	**50,741**	**67.6%**	***64,275***	**46,000**	**71.6%**	**4,741**	**10%**
Expenditure									
Personnel	53.5%	*99,950*	47,923	47.9%	*88,400*	40,069	45.3%	7,854	20%
Employee Benefits	15.4%	*28,846*	11,190	38.8%	*26,829*	12,409	46.3%	-1,219	-10%
Contractual		-	-		-	-			
Commodities	24.1%	*45,100*	24,866	55.1%	*48,900*	21,633	44.2%	3,233	15%
Other	7.0%	*13,000*	6,353	48.9%	*6,500*	6,660	102.5%	-308	-5%
Total Expenditure	100.0%	***186,896***	**90,331**	**48.3%**	***170,629***	**80,771**	**47.3%**	**9,560**	**12%**
Surplus/(Deficit)		***$ (111,871)***	**$ (39,591)**		***$ (106,354)***	**$ (34,771)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ENVIRONMENTAL EDUCATION

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations	1.5%	*2,500*	300	12.0%	*2,500*	5	0.2%	295	5900%
Security Deposit									
Credit Card Revenue		-			-				
Program Revenue	98.5%	*160,430*	81,806	51.0%	*151,646*	74,030	48.8%	7,776	11%
Total Revenue	100.0%	***162,930***	**82,106**	**50.4%**	***154,146***	**74,035**	**48.0%**	**8,071**	**11%**
Expenditure									
Personnel	84.3%	*126,927*	63,608	50.1%	*117,788*	59,996	50.9%	3,612	6%
Employee Benefits	10.5%	*15,791*	7,622	48.3%	*17,090*	8,623	50.5%	-1,001	-12%
Contractual		-	-		-	-			
Commodities	5.2%	*7,900*	2,681	33.9%	*7,600*	2,898	38.1%	-217	-8%
Other		-	-		-	-			
Total Expenditure	100.0%	***150,618***	**73,910**	**49.1%**	***142,478***	**71,517**	**50.2%**	**2,393**	**3%**
Surplus/(Deficit)		***$ 12,312***	**$ 8,196**		***$ 11,668***	**$ 2,518**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

NATURAL AREA VOLUNTEERS

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations	100.0%	*500*	-		*2,000*			-	
Security Deposit								-	
Credit Card Revenue								-	
Program Revenue								-	
Total Revenue	100.0%	***500***	**-**		***2,000***	**-**			
Expenditure									
Personnel		-	-					-	
Employee Benefits		-	-					-	
Contractual		-	-					-	
Commodities	100.0%	*500*	601	120.2%	*500*	1,221	244.2%	-620	-51%
Other		-	-						
Total Expenditure	100.0%	***500***	**601**	**120.2%**	***500***	**1,221**	**244.2%**	**(620)**	**-51%**
Surplus/(Deficit)		***$ -***	**$ (601)**		***$ 1,500***	**$ (1,221)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

GROUNDS & NATURAL RESOURCES

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Other Income	8.9%	*1000*	-		*6000*	800	13.3%	-800	-100%
Donations	4.5%	*500*	500	100.0%	*4,500*	360	8.0%	140	39%
Grants	31.3%	*3,500*	318	9.1%	*3,500*	-		318	
Credit Card Revenue									
Rental Revenue	55.4%	*6,200*	2,200	35.5%	*6,200*	2,925	47.2%	-725	-25%
Total Revenue	100.0%	***11,200***	**3,018**	**26.9%**	***14,200***	**3,285**	**23.1%**	**(267)**	**-8%**
Expenditure									
Personnel	58.3%	*173,848*	76,622	44.1%	*181,567*	78,411	43.2%	-1,789	-2%
Employee Benefits	22.3%	*66,417*	24,733	37.2%	*65,646*	35,110	53.5%	-10,377	-30%
Contractual	5.8%	*17,250*	7,111	41.2%	*17,640*	8,376	47.5%	-1,265	-15%
Commodities	7.7%	*23,025*	9,952	43.2%	*22,000*	12,299	55.9%	-2,347	-19%
Other	5.9%	*17,500*	11,471	65.6%	*19,500*	11,154	57.2%	317	3%
Total Expenditure	100.0%	***298,040***	**129,890**	**43.6%**	***306,353***	**145,350**	**47.4%**	**(15,460)**	**-11%**
Surplus/(Deficit)		***$ (286,840)***	**$ (126,873)**		***$ (292,153)***	**$ (142,065)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

PICKERILL PIGOTT FP

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-						
Other Income		-	-						
Rental Revenue	89.4%	*8,400*	-						
Security Deposit	10.6%	*1,000*	-						
Total Revenue	100.0%	***9,400***	**-**		**-**	**-**			
Expenditure									
Personnel	58.4%	*10,400*	-						
Employee Benefits	9.1%	*1,617*	-						
Contractual									
Commodities	32.6%	*5,800*	4,155	71.6%		4,319		-164	-4%
Other		-	-						
Total Expenditure	100.0%	***17,817***	**4,155**	**23.3%**	**-**	**4,319**		**(164)**	**-4%**
Surplus/(Deficit)		***$ (8,417)***	**$ (4,155)**		***$ -***	**$ (4,319)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ELLIS HOUSE - 100

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations									
Security Deposit									
Credit Card Revenue									
Program Revenue									
Total Revenue		-	-		-	-		-	
Expenditure									
Personnel	38.5%	*8,851*	4,820	54.5%	*8,033*	3,665	45.6%	1,155	32%
Employee Benefits	5.4%	*1,240*	701	56.6%	*1,308*	684	52.3%	17	3%
Contractual		-	-		-	-		-	
Commodities	32.2%	*7,420*	4,531	61.1%	*7,000*	3,911	55.9%	620	16%
Other	23.9%	*5,500*	1,667	30.3%	*5,500*	1,873	34.1%	(206)	-11%
Total Expenditure	100.0%	***23,011***	**11,720**	**50.9%**	***21,841***	**10,133**	**46.4%**	**1,587**	**16%**
Surplus/(Deficit)		***$ (23,011)***	**$ (11,720)**		***$ (21,841)***	**$ (10,133)**			

ELLIS BARN - 101

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations									
Security Deposit									
Credit Card Revenue									
Program Revenue									
Total Revenue		-	-		-	-		-	
Expenditure									
Personnel	47.8%	*8,851*	6,799	76.8%	*8,033*	3,571	44.5%	3,228	90%
Employee Benefits	6.7%	*1,240*	793	64.0%	*1,308*	690	52.8%	103	15%
Contractual		-	-		-	-		-	
Commodities	34.7%	*6,420*	-		*6,000*	52	0.9%	(52)	
Other	10.8%	*2,000*	861	43.1%	*2,000*	896	44.8%	(35)	-4%
Total Expenditure	100.0%	***18,511***	**8,453**	**45.7%**	***17,341***	**5,209**	**30.0%**	**3,244**	**62%**
Surplus/(Deficit)		***$ (18,511)***	**$ (8,453)**		***$ (17,341)***	**$ (5,209)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ELLIS GROUNDS - 101

		Current Year FY19 Budget	Current Year FY19 YTD	Current Year FY19 %	Prior Year FY18 Budget	Prior Year FY18 YTD	Prior Year FY18 %	YTD Variance $ Change	YTD Variance % Change
Revenue									
Donations									
Security Deposit									
Credit Card Revenue									
Program Revenue									
Total Revenue		-	-		-	-		-	
Expenditure									
Personnel	68.9%	*17,701*	8,812	49.8%	*16,066*	6,078	37.8%	2,734	45%
Employee Benefits	9.7%	*2,480*	1,235	49.8%	*2,616*	1,113	42.5%	122	11%
Contractual		-	-		-	-		-	
Commodities		-	-		-	-		-	
Other	21.4%	*5,500*	1,574	28.6%	*5,500*	393	7.1%	1,181	301%
Total Expenditure	100.0%	***25,681***	**11,622**	**45.3%**	***24,182***	**7,584**	**31.4%**	**4,038**	**53%**
Surplus/(Deficit)		***$ (25,681)***	**$ (11,622)**		***$ (24,182)***	**$ (7,584)**			

ELLIS CAMPS - 110

		Current Year FY19 Budget	Current Year FY19 YTD	Current Year FY19 %	Prior Year FY18 Budget	Prior Year FY18 YTD	Prior Year FY18 %	YTD Variance $ Change	YTD Variance % Change
Revenue									
Donations		-	-					-	
Security Deposit		-	-					-	
Credit Card Revenue		-	-					-	
Program Revenue	100.0%	*10,000*	3,390		*9,897*	3,115	31.5%	275	9%
Total Revenue	100.0%	***10,000***	**3,390**		***9,897***	**3,115**	**31.5%**	**275**	
Expenditure									
Personnel	55.0%	*4,604*	490	10.6%	*5,628*	346	6.1%	144	42%
Employee Benefits	4.8%	*400*	38	9.4%	*597*	29	4.9%	9	29%
Contractual	10.8%	*900*	563		*1,000*	315	31.5%	248	79%
Commodities	29.5%	*2,465*	14	0.6%	*1,290*	635	49.2%	(621)	-98%
Other		-	-		-	50		(50)	-100%
Total Expenditure	100.0%	***8,369***	**1,105**	**13.2%**	***8,515***	**1,375**	**16.1%**	**(270)**	**-20%**
Surplus/(Deficit)		***$ 1,631***	**$ 2,285**		***$ 1,382***	**$ 1,740**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ELLIS RIDING LESSONS - 111

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations	1.4%	*500*	103		*500*			103	
Security Deposit		-	-		-				
Credit Card Revenue		-	-		-				
Program Revenue	98.6%	*36,000*	20,551	13.6%	*25,130*	17,871	71.1%	2,680	15%
Total Revenue	100.0%	***36,500***	**20,653**	**13.3%**	***25,630***	**17,871**	**69.7%**	**2,782**	**16%**
Expenditure									
Personnel	76.3%	*25,414*	15,861	62.4%	*18,580*	7,480	40.3%	8,381	112%
Employee Benefits	6.4%	*2,124*	1,454	68.5%	*1,982*	840	42.4%	614	73%
Contractual	5.4%	*1,800*	993	55.2%	*2,400*	790	32.9%	203	26%
Commodities	11.9%	*3,965*	3,191	80.5%	*1,190*	2,191	184.1%	1,000	46%
Other		-	-		-				
Total Expenditure	100.0%	***33,303***	**21,500**	**64.6%**	***24,152***	**11,301**	**46.8%**	**10,199**	**90%**
Surplus/(Deficit)		***$ 3,197***	**$ (847)**		***$ 1,478***	**$ 6,570**			

ELLIS BIRTHDAY PARTIES - 112

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-						
Security Deposit		-	-						
Credit Card Revenue		-	-						
Program Revenue	100.0%	*8,000*	4,141	51.8%	*9,500*	4,255	44.8%	-114	-3%
Total Revenue	100.0%	***8,000***	**4,141**	**51.8%**	***9,500***	**4,255**	**44.8%**	**(114)**	**-3%**
Expenditure									
Personnel	59.2%	*5,000*	2,780	55.6%	*3,816*	2,168	56.8%	612	28%
Employee Benefits	5.9%	*500*	323	64.6%	*407*	250	61.4%	73	29%
Contractual	10.7%	*900*	969	107.7%	*1,000*	568	56.8%	401	71%
Commodities	24.3%	*2,050*	627	30.6%	*1,980*	531	26.8%	96	18%
Other		-	-		-				
Total Expenditure	100.0%	***8,450***	**4,699**	**55.6%**	***7,203***	**3,517**	**48.8%**	**1,182**	**34%**
Surplus/(Deficit)		***$ (450)***	**$ (558)**		***$ 2,297***	**$ 738**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ELLIS PUBLIC PROGRAMS - 113

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-					-	
Security Deposit		-	-					-	
Credit Card Revenue		-	-					-	
Program Revenue	100.0%	*5,000*	1,784	35.7%	*2,520*	3,009	119.4%	(1,225)	-41%
Total Revenue	100.0%	***5,000***	**1,784**	**35.7%**	***2,520***	**3,009**	**119.4%**	**(1,225)**	**-41%**
Expenditure									
Personnel	88.2%	*3,000*	1,524	50.8%	*1,190*	1,168	98.2%	356	30%
Employee Benefits	11.8%	*400*	120	29.9%	*127*	95	74.8%	25	26%
Contractual		-	-					-	
Commodities		-	-					-	
Other		-	-					-	
Total Expenditure	100.0%	***3,400***	**1,644**	**48.3%**	***1,317***	**1,263**	**95.9%**	**381**	**30%**
Surplus/(Deficit)		***$ 1,600***	**$ 140**		***$ 1,203***	**$ 1,746**			

ELLIS SUNRISE CENTER - 114

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-					-	
Security Deposit		-	-					-	
Credit Card Revenue		-	-					-	
Program Revenue	100.0%	*24,600*	11,700	47.6%	*24,600*	10,080	41.0%	1,620	16%
Total Revenue	100.0%	***24,600***	**11,700**	**47.6%**	***24,600***	**10,080**	**41.0%**	**1,620**	**16%**
Expenditure									
Personnel	70.8%	*15,000*	8,747	58.3%	*14,456*	7,773	53.8%	974	13%
Employee Benefits	8.0%	*1,690*	786	46.5%	*1,541*	871	56.5%	(85)	-10%
Contractual		-	-		-	-		-	
Commodities	21.2%	*4,500*	614	13.6%	*3,400*	1,756	51.6%	(1,142)	-65%
Other		-	-		-	-		-	
Total Expenditure	100.0%	***21,190***	**10,147**	**47.9%**	***19,397***	**10,400**	**53.6%**	**(253)**	**-2%**
Surplus/(Deficit)		***$ 3,410***	**$ 1,553**		***$ 5,203***	**$ (320)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ELLIS WEDDINGS - 120

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-						
Security Deposit	20.0%	*10,000*	3,000	30.0%	*15,000*	6,150	41.0%	-3,150	-51%
Credit Card Revenue		-	-		-	-			
Program Revenue	80.0%	*40,000*	6,325	15.8%	*22,000*	18,650	84.8%	-12,325	-66%
Total Revenue	100.0%	***50,000***	**9,325**	**18.7%**	***37,000***	**24,800**	**67.0%**	**(15,475)**	**-62%**
Expenditure									
Personnel	35.4%	*13,015*	4,230	32.5%	*8,228*	5,553	67.5%	-1,323	-24%
Employee Benefits	2.7%	*996*	579	58.1%	*566*	1,066	188.3%	-487	-46%
Contractual	45.5%	*16,755*	15,725	93.9%	*16,555*	16,150	97.6%	-425	-3%
Commodities	5.6%	*2,050*	490	23.9%	*2,050*	2,756	134.4%	-2,266	-82%
Other	10.9%	*4,000*	110	2.8%	*4,000*	150		-40	-27%
Total Expenditure	100.0%	***36,816***	**21,135**	**57.4%**	***31,399***	**25,675**	**81.8%**	**(4,540)**	**-18%**
Surplus/(Deficit)		***$13,184***	**$ (11,810)**		***$5,601***	**$ (875)**			

ELLIS OTHER RENTALS - 121

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-						
Security Deposit	11.8%	*600*	1,355	225.8%	*600*			1,355	
Credit Card Revenue		-	-						
Program Revenue	88.2%	*4,500*	3,840	85.3%	*4,500*	850	18.9%	2,990	352%
Total Revenue	100.0%	***5,100***	**5,195**	**101.9%**	***5,100***	**850**	**16.7%**	**4,345**	**511%**
Expenditure									
Personnel		-	-						
Employee Benefits		-	-						
Contractual		-	-						
Commodities		-	-						
Other	100.0%	*600*	770		*600*			770	
Total Expenditure	100.0%	***600***	**770**	**128.3%**	***600***	**-**		**770**	
Surplus/(Deficit)		***$4,500***	**$4,425**		***$4,500***	**$850**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ELLIS 5K - 130

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-					-	
Security Deposit		-	-					-	
Credit Card Revenue		-	-					-	
Program Revenue	100.0%	*1,570*	955		*1,570*	755		200	26%
Total Revenue	100.0%	***1,570***	**955**		***1,570***	**755**		**200**	**26%**
Expenditure									
Personnel		-	-					-	
Employee Benefits		-	-		*63*			-	
Contractual		-	-					-	
Commodities	100.0%	*550*	69		*1,000*	295		(226)	-77%
Other		-	-					-	
Total Expenditure	100.0%	***550***	**69**	**12.5%**	***1,063***	**295**	**27.8%**	**(226)**	**-77%**
Surplus/(Deficit)		***$ 1,020***	**$ 886**		***$ 507***	**$ 460**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

HOOVER GROUNDS - 200

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-						
Revenue	100.0%	*5,250*	1,500	28.6%	*5,250*	3,500	66.7%	-2,000	-57%
Security Deposit Revenue		-	-		-	-			
Credit Card Revenue		-	-		-	-			
Total Revenue	100.0%	***5,250***	**1,500**	**28.6%**	***5,250***	**3,500**	**66.7%**	**(2,000)**	**-57%**
Expenditure									
Personnel	40.8%	*50,001*	23,912	47.8%	*44,200*	19,872	45.0%	4,040	20%
Employee Benefits	11.8%	*14,423*	5,589	38.8%	*13,416*	6,192	46.2%	-603	-10%
Contractual		-	-		-	-			
Commodities	36.8%	*45,100*	24,866	55.1%	*48,900*	21,633	44.2%	3,233	15%
Other	10.6%	*13,000*	6,353	48.9%	*6,500*	6,660	102.5%	-308	-5%
Total Expenditure	100.0%	***122,524***	**60,720**	**49.6%**	***113,016***	**54,357**	**48.1%**	**6,363**	**12%**
Surplus/(Deficit)		***$ (117,274)***	**$ (59,220)**		***$ (107,766)***	**$ (50,857)**			

HOOVER BUNKHOUSE - 201

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations		-	-						
Rental Revenue	84.8%	*33,525*	25,118	74.9%	*33,525*	20,810	62.1%	4,308	21%
Security Deposit Revenue	15.2%	*6,000*	3,100	51.7%	*4,000*	3,500	87.5%	-400	-11%
Credit Card Revenue		-	-		-	-			
Total Revenue	100.0%	***39,525***	**28,218**	**71.4%**	***37,525***	**24,310**	**64.8%**	**3,908**	**16%**
Expenditure									
Personnel	77.6%	*25,001*	11,961	47.8%	*22,100*	9,947	45.0%	2,014	20%
Employee Benefits	22.4%	*7,211*	2,795	38.8%	*6,707*	3,097	46.2%	-302	-10%
Contractual		-	-						
Commodities		-	-						
Other		-	-						
Total Expenditure	100.0%	***32,212***	**14,756**	**45.8%**	***28,807***	**13,044**	**45.3%**	**1,712**	**13%**
Surplus/(Deficit)		***$ 7,313***	**$ 13,461**		***$ 8,718***	**$ 11,266**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

HOOVER CAMPSITE - 202

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	Budget	YTD	%	$ Change	% Change
Revenue									
Donations		-	-						
Rental Revenue	100.0%	4,750	3,630	76.4%	4,500	1,890	42.0%	1,740	92%
Security Deposit Revenue		-	-						
Credit Card Revenue		-	-						
Total Revenue	100.0%	**4,750**	**3,630**	**76.4%**	**4,500**	**1,890**	**42.0%**	**1,740**	**92%**
Expenditure									
Personnel	77.5%	12,447	5,984	48.1%	11,050	5,026	45.5%	958	19%
Employee Benefits	22.5%	3,606	1,400	38.8%	3,353	1,553	46.3%	-153	-10%
Contractual		-	-		-				
Commodities		-	-						
Other		-	-						
Total Expenditure	100.0%	**16,053**	**7,384**	**46.0%**	**14,403**	**6,579**	**45.7%**	**805**	**12%**
Surplus/(Deficit)		**$ (11,303)**	**$ (3,754)**		**$ (9,903)**	**$ (4,689)**			

HOOVER MEADOWHAWK LODGE - 203

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	Budget	YTD	%	$ Change	% Change
Revenue									
Donations		-	-						
Rental Revenue	64.7%	16,500	9,698	58.8%	10,500	10,724	102.1%	-1,026	-10%
Security Deposit Revenue	35.3%	9,000	7,695	85.5%	5,000	5,576	111.5%	2,119	38%
Credit Card Revenue		-	-						
Total Revenue	100.0%	**25,500**	**17,393**	**68.2%**	**15,500**	**16,300**	**105.2%**	**1,093**	**7%**
Expenditure									
Personnel	77.6%	12,501	6,065	48.5%	11,050	5,224	47.3%	841	16%
Employee Benefits	22.4%	3,606	1,406	39.0%	3,353	1,568	46.8%	-162	-10%
Contractual		-	-						
Commodities		-	-						
Other		-	-						
Total Expenditure	100.0%	**16,107**	**7,471**	**46.4%**	**14,403**	**6,792**	**47.2%**	**679**	**10%**
Surplus/(Deficit)		**$ 9,393**	**$ 9,922**		**$ 1,097**	**$ 9,508**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ENVIRONMENTAL EDUCATION - 300

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations	100.0%	*500*	-		*500*	5		-5	
Security Deposit									
Credit Card Revenue									
Program Revenue		-	-						
Total Revenue	100.0%	***500***	**-**		***500***	**5**		**(5)**	
Expenditure									
Personnel		-	-			-			
Employee Benefits		-	-						
Contractual		-	-						
Commodities		-	-		*400*				
Other		-	-						
Total Expenditure		**-**	**-**		***400***	**-**			
Surplus/(Deficit)		***$ 500***	**$ -**		***$ 100***	**$ 5**			

ENV. EDUCATION SCHOOL PROGRAMS - 301

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations									
Security Deposit									
Credit Card Revenue									
Program Revenue	100.0%	*35,000*	21,734	62.1%	*33,000*	17,608	53.4%	4,126	23%
Total Revenue	100.0%	***35,000***	**21,734**	**62.1%**	***33,000***	**17,608**	**53.4%**	**4,126**	**23%**
Expenditure									
Personnel	86.8%	*35,000*	17,024	48.6%	*29,011*	16,814	58.0%	210	1%
Employee Benefits	10.8%	*4,339*	2,040	47.0%	*4,146*	1,943	46.9%	97	5%
Contractual		-	-						
Commodities	2.5%	*1,000*	285			285		0	0%
Other		-	-						
Total Expenditure	100.0%	***40,339***	**19,349**	**48.0%**	***33,157***	**19,042**	**57.4%**	**307**	**2%**
Surplus/(Deficit)		***$ (5,339)***	**$ 2,385**		***$ (157)***	**$ (1,434)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ENV. EDUCATION CAMPS - 302

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations			-			5		-5	
Security Deposit									
Credit Card Revenue									
Program Revenue	100.0%	*33,000*	18,260	55.3%	*33,000*	14,800	44.8%	3,460	23%
Total Revenue	100.0%	***33,000***	**18,260**	**55.3%**	***33,000***	**14,805**	**44.9%**	**3,455**	**23%**
Expenditure									
Personnel	83.1%	*27,200*	6,109	22.5%	*26,600*	6,392	24.0%	-283	-4%
Employee Benefits	11.6%	*3,800*	865	22.8%	*3,500*	892	25.5%	-27	-3%
Contractual		-	-		-	-			
Commodities	5.3%	*1,750*	351		*2,000*	362	18.1%	-11	-3%
Other		-	-						
Total Expenditure	100.0%	***32,750***	**7,325**	**22.4%**	***32,100***	**7,646**	**23.8%**	**(321)**	**-4%**
Surplus/(Deficit)		***$ 250***	**$ 10,935**		***$ 900***	**$ 7,159**			

ENV. EDUCATION NATURAL BEGINNINGS - 303

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations	2.3%	*2,000*	300		*2,000*			300	
Security Deposit									
Credit Card Revenue									
Program Revenue	97.7%	*86,430*	38,245	44.2%	*79,646*	37,830	47.5%	415	1%
Total Revenue	100.0%	***88,430***	**38,545**	**43.6%**	***81,646***	**37,830**	**46.3%**	**715**	**2%**
Expenditure									
Personnel	83.7%	*53,475*	34,639	64.8%	*54,927*	30,728	55.9%	3,911	13%
Employee Benefits	10.1%	*6,452*	4,090	63.4%	*8,490*	5,085	59.9%	-995	-20%
Contractual		-	-		-	-			
Commodities	6.3%	*4,000*	1,441	36.0%	*4,000*	1,424	35.6%	17	1%
Other		-	-						
Total Expenditure	100.0%	***63,927***	**40,170**	**62.8%**	***67,417***	**37,237**	**55.2%**	**2,933**	**8%**
Surplus/(Deficit)		***$ 24,503***	**$ (1,625)**		***$ 14,229***	**$ 593**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ENV. EDUCATION PUBLIC PROGRAMS - 304

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations									
Security Deposit									
Credit Card Revenue									
Program Revenue	100.0%	*6,000*	3,567	59.5%	*6,000*	2,338	39.0%	1,229	53%
Total Revenue	100.0%	***6,000***	**3,567**	**59.5%**	***6,000***	**2,338**	**39.0%**	**1,229**	**53%**
Expenditure									
Personnel	84.5%	*8,200*	3,436	41.9%	*5,500*	3,776	68.7%	-340	-9%
Employee Benefits	9.3%	*900*	413	45.9%	*722*	379	52.5%	34	9%
Contractual		-	-		-	-			
Commodities	6.2%	*600*	445	74.2%	*500*	575	115.0%	-130	-23%
Other		-	-						
Total Expenditure	100.0%	***9,700***	**4,294**	**44.3%**	***6,722***	**4,730**	**70.4%**	**(436)**	**-9%**
Surplus/(Deficit)		***$ (3,700)***	**$ (727)**		***$ (722)***	**$ (2,392)**			

ENV. EDUCATION LAWS OF NATURE - 305

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations									
Security Deposit									
Credit Card Revenue									
Program Revenue		-	-						
Total Revenue		-	-		-	-			
Expenditure									
Personnel	78.2%	*3,052*	797	26.1%	*1,750*	685	39.1%	112	16%
Employee Benefits	7.7%	*300*	84	27.9%	*222*	78	35.1%	6	7%
Contractual		-	-		-	-			
Commodities	14.1%	*550*	158	28.8%	*700*	252	36.0%	-94	-37%
Other		-	-						
Total Expenditure	100.0%	***3,902***	**1,040**	**26.6%**	***2,672***	**1,015**	**38.0%**	**25**	**2%**
Surplus/(Deficit)		***$ (3,902)***	**$ (1,040)**		***$ (2,672)***	**$ (1,015)**			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/19

6 Month Budget Percent = *50.0%*

ENV. EDUCATION OTHER PROGRAMS - 306

		Current Year FY19			Prior Year FY18			YTD Variance	
		Budget	YTD	%	*Budget*	YTD	%	$ Change	% Change
Revenue									
Donations									
Security Deposit									
Credit Card Revenue									
Program Revenue		-	-			1,454		-1,454	
Total Revenue		**-**	**-**		**-**	**1,454**		**(1,454)**	
Expenditure									
Personnel	78.2%	*3,052*	1,603	52.5%	*1,750*	1,601	91.5%	2	0.1%
Employee Benefits	7.7%	*300*	130	43.2%	*222*	245	110.4%	-115	-47.0%
Contractual		-	-		-	-			
Commodities	14.1%	*550*	-		*700*	-			
Other		-	-						
Total Expenditure	100.0%	***3,902***	**1,733**	**44.4%**	***2,672***	**1,846**	**69.1%**	**(113)**	**-6%**
Surplus/(Deficit)		***$ (3,902)***	**$ (1,733)**		***$ (2,672)***	**$ (392)**			

To: Kendall County Forest Preserve District Operations Committee

From: David Guritz, Director

RE: 1. Superintendent Position Restructuring Discussion
2. Administrative Assistant Discussion – Proposed Position Description Changes

Date: June 5, 2019

Based on outcomes from the District's search for a Superintendent of Grounds and Natural Resources, the District's limited budget resources, and the current and anticipated future need for additional grounds maintenance support, I am recommending the elimination of the Superintendent position until such time as this position may be afforded, restructuring of the District's administrative personnel primary responsibilities, and a corresponding increase in grounds maintenance support staff within the Grounds Maintenance division and at Hoover Forest Preserve:

1. Headcount reduction of one full-time Superintendent position (FY19 salary $65,304)
2. Restructuring and title change for the Administrative Assistant Position to a Human Resources, Accounting, and Reservations Manager (Current FY19 salary $43,848 + $5,000)
3. Restructuring of one part time Grounds Maintenance Worker to a full time Grounds Maintenance Worker at Hoover Forest Preserve ($13,000 → $32,000).
4. Hiring of one to two part time Grounds Maintenance Workers to address maintenance and improvement project needs, and support the preserve opening and maintenance needs for the District's three new forest preserve areas opening in 2019-2020. ($20,000)
5. The anticipated maximum salary for the Natural Resources Project Manager position is $21,000 annually.

Concept summary as follows:

$65,304.00	FY19 Budget - Superintendent Position
$5,000.00	Admin Asst --> HR Accounting & Reservations Manager
$19,000.00	Grounds Maintenance- Conversion of on PT to one FT Position (Hoover)
$20,000.00	Grounds Maintenance -2 X PT positions (G&NR)
$21,000.00	Natural Resources Project Mgr.
$304.00	FY19 Budget Balance

Additional notes for FY19:

In FY19, the District also eliminated the part time Environmental Education Coordinator position (FY19 Budget - $17,520), and the Rental Venues Coordinator position (FY19 budget - $10,140).

The District also has lifted restrictions of the hours of work performed by the Communications, Marketing, and Public Program Specialist position.

Recommendations:

1. Consider a motion to forward the proposed changes to the Finance Committee for further analysis and consideration.
2. Consider a motion to forward the draft Human Resources, Accounting, and Reservations Manager position description to the Committee of the Whole for discussion.

KENDALL COUNTY FOREST PRESERVE DISTRICT
JOB DESCRIPTION

CLASS TITLE: Human Resources, Accounting and Reservations Manager

WAGE CATEGORY: Non-Exempt

REPORTS TO: Executive Director

EFFECTIVE DATE: July XX, 2019

SUMMARY:
Provides administrative support to the Kendall County Forest Preserve District ("the District") using independent judgment to carry out assigned projects.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Organizes and coordinates the District's administrative projects.
- Communicates and implements administrative policies, procedures, and processes.
- Administers the District's Human Resources functions:
  - Assists the Executive Director in updating employee job descriptions.
  - Works with Executive Director in receiving and screening job applications and setting up job interviews.
  - Compiles and review all new hire employee paperwork and set up all paperwork required and sends to the Treasurer's office.
  - Prepares and maintains confidential payroll and personnel records, vouchers, administrative records and reports for the District and Kendall County departments.
  - Initiates all employee pay increases throughout the budget year and the beginning of the new fiscal year.
  - Computes attendance and leave benefits for District employees; reviews time sheets and other payroll records and submits all required payroll records to the Treasurer's Office for payment.
  - Compiles all part-time employee hours and submits monthly reports to the Treasurer's office.
- Administrates the District's billing and accounts payable processes. Compiles accurate financial records including, but not limited to, receipt of funds, disbursements, operational costs, budget balances, and costs charged to proper projects. Ensures that accurate and prompt billings are established and payments received. Administrative duties may include, but are not limited to the following:
  - Providing administrative support for fiscal year budget preparation;
  - Contacting and negotiating work performed by outside vendors;
  - Preparing invoices;
  - Preparing vouchers and the claims list;
  - Recording District expenses;
  - Monitoring the District's budget and reporting the same to the Director or his designee;
  - Balancing the petty cash drawers; and
  - Preparing and making bi-weekly deposits.
- Provides administrative support for the District's permitting process by performing tasks such as:
  - Direct client communications, support, coordination and management of Event Venues, Bunkhouses, Campsites and Shelters, and Conference Rooms.
  - Compiling, issuing and tracking District permits and payments, including developing and maintaining the District's reservation system for all reservations including, but not limited to:
    - Event Venues, Bunkhouses, Campsites, Shelters, all Environmental Education and Ellis and Equestrian Services including Public Programs registrations and Badge & Birthday party programs.
  - Ensuring that certificates of insurance are received and maintained for those applicable permits.
  - Works with full and part-time staff in scheduling tours at Event Venues.
- Recommends changes to administrative and office policy and procedures, and such recommendations shall be provided significant weight when reviewed by the Executive Director and District President.
  - Updating the District's website to post agendas, minutes and Board packets; and
  - Maintaining all meeting records pursuant to applicable state and federal law record retention requirements.

- Ensures procedures and projects comply with District policy guidelines and seek approval for any exceptions.
- Serves as a Freedom of Information Act Officer for the District. Ensures the District's compliance with the Illinois Open Meetings Act:
  - Assists the Executive Director in coordinating and scheduling meetings;
  - Preparing and posting meeting agendas;
  - Preparing and distributing meeting packets;
  - Assists the Executive Director in the preparation and distribution of materials required for the meetings;
  - Notifying Board members, media and Administration Department about meeting updates and/or cancellations;
  - Preparing and filing reports related to the meetings;
- Utilizes word processing, database, spreadsheet, and communication software packages to create and modify a variety of administrative projects for the District.
- Composes and edits routine correspondence and reports.
- Prepares mailings; faxes and emails documents; and distributes mail, faxes and other documents to District staff.
- Oversees retention and destruction of records prepared and maintained by the District and ensures compliance with the Illinois Local Records Act and all other applicable laws.
- Implement District ordinances and policies.
- Answers general inquires from the public, elected officials, District employees, and Kendall County employees regarding District policies, practices, procedures and programs and serves as the District's liaison to County offices/departments and the public.
- Perform other duties as assigned.

SUPERVISORY RESPONSIBILITIES:
- Provides oversight of the District's Facility Attendant(s) and Communications Marketing, and Public Programs Specialist position.

QUALIFICATIONS:
To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required for the position.

A. EDUCATION and/or EXPERIENCE:
- High school diploma or general education degree (GED).
- Word processing and personal computer training.
- A minimum of four (4) years experience in an administrative or secretarial role, including lead worker or supervisory experience; or equivalent combination of training and experience.
- Requires knowledge of office practices, principles of modern record keeping, and setup and maintaining filing systems.
- Requires knowledge of bookkeeping software and all Microsoft Office programs including, but not limited to Excel, Word and Power Point.
- Knowledge in all human resources procedures.
- Ability to pass a typing skills test with a minimum net speed of fifty (50) words per minute.
- Prior experience supervising administrative and clerical employees preferred.

B. LANGUAGE SKILLS:
- Ability to read and interpret documents such as governmental regulations, legal documents, operating instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively with the public and employees of the organization.
- Requires good knowledge of the English language, spelling and grammar.

C. MATHEMATICAL SKILLS:
- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.

- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

D. REASONING ABILITY:

- Ability to 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. CERTFICATES, LICENSES, REGISTRATIONS:

- All certificates and registrations required for the specific secretarial duties performed.

PHYSICAL DEMANDS:

- Employee must occasionally stand and bend.
- Employee must occasionally be able to walk to other offices in the building.
- Employee must be able to sit at a desk for extended periods of time.
- Employee must occasionally lift and/or move up to 25 pounds.
- Employee must be able to use hands to finger, 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 noise level in the work environment is usually moderately quiet.
- Employee must be able to perform all assigned job duties during normal business hours and after normal business hours, as required in the event of an emergency or special event.
- Employee may be required to provide own transportation to travel to and from meetings, training, conferences, and the various District preserves and locations.

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

Kendall County Forest Preserve District

KENDALL COUNTY FOREST PRESERVE DISTRICT
JOB DESCRIPTION

CLASS TITLE: Administrative Assistant

WAGE CATEGORY: Non-Exempt

REPORTS TO: Director

EFFECTIVE DATE: March 3, 2015

SUMMARY:
Provides administrative support to the Kendall County Forest Preserve District ("the District") using independent judgment to carry out assigned projects.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Organize and coordinate the District's administrative projects.
- Communicates and implements administrative policies and processes.
- Ensures procedures and projects comply with District policy guidelines and seek approval for any exceptions.
- Recommends changes to administrative and office policy and procedures, and such recommendations shall be provided significant weight when reviewed by the Director and District President.
- Serves as a Freedom of Information Act Officer for the District.
- Ensures the District's compliance with the Illinois Open Meetings Act by:
    - Coordinating and scheduling meetings;
    - Preparing and posting meeting agendas;
    - Preparing and distributing meeting packets;
    - Assists the Director in the preparation and distribution of materials required for the meetings;
    - Notifying members about meeting updates;
    - Taking and preparing meeting minutes for Board review and approval;
    - Preparing and filing reports related to the meetings;
    - Updating the District's website to post agendas, minutes and Board packets; and
    - Maintaining all meeting records pursuant to applicable state and federal law record retention requirements.
- Takes and transcribes dictation.
- Utilizes word processing, database, spreadsheet, and communication software packages to create and modify a variety of administrative projects for the District.
- Composes and edits routine correspondence and reports.
- Prepares mailings; faxes and emails documents; and distributes mail, faxes and other documents to District staff.
- Oversees retention and destruction of records prepared and maintained by the District and ensures compliance with the Illinois Local Records Act and all other applicable laws.
- Implement District ordinances and policies.
- Answers general inquires from the public, elected officials, District employees, and Kendall County employees regarding District policies, practices, procedures and programs and serves as the District's liaison to County offices/departments and the public.
- Performs office bookkeeping and compiles accurate financial records including, but not limited to, receipt of funds, disbursements, operational costs, budget balances, and costs charged to proper projects. Ensures that accurate and prompt billings are established and payments received. Examples of the employee's financial administrative duties may include, but are not limited to the following:
    - Preparing requisitions for invoicing;
    - Providing administrative support in budget preparation;
    - Issuing purchase requisitions;
    - Recording District expenses;
    - Monitoring the District's budget and reporting the same to the Director or his designee;
    - Balancing the cash register; and
    - Preparing and making daily deposits.

- Performs purchasing tasks for the District by contacting vendors, preparing and typing requisitions, approving invoices for payment, preparing and submitting vouchers for payment, and maintaining records of purchases and inventory of equipment/supplies.
- Prepares and maintains confidential payroll and personnel records, vouchers, administrative records and reports for the District.
- Computes attendance and leave benefits for District employees; reviews time sheets and other payroll records and submits all required payroll records to the Treasurer's Office for payment.
- Provides administrative support for the District's permitting process by performing tasks such as:
    - Ordering, issuing and tracking District permits;
    - Developing and maintaining the District's reservation system; and
    - Ensuring that certificates of insurance are received and maintained for permits.
- Perform other duties as assigned.

SUPERVISORY RESPONSIBILITIES:

- No supervisory responsibilities at this time.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required for the position.

A. **EDUCATION and/or EXPERIENCE:**
- High school diploma or general education degree (GED).
- Word processing and personal computer training.
- A minimum of four (4) years experience in an administrative or secretarial role, including lead worker or supervisory experience; or equivalent combination of training and experience.
- Requires knowledge of office practices, principles of modern record keeping, and setup and maintaining filing systems.
- Requires knowledge of bookkeeping software and all Microsoft Office programs including, but not limited to Excel, Word and Power Point.
- Knowledge in the use of Dictaphones and transcribing equipment preferred.
- Ability to pass a typing skills test with a minimum net speed of fifty (50) words per minute.
- Prior experience supervising administrative and clerical employees preferred.

B. **LANGUAGE SKILLS:**
- Ability to read and interpret documents such as governmental regulations, legal documents, operating instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively with the public and employees of the organization.
- Requires good knowledge of the English language, spelling and grammar.

C. **MATHEMATICAL SKILLS:**
- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

D. **REASONING ABILITY:**
- Ability to 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. **CERTFICATES, LICENSES, REGISTRATIONS:**
- All certificates and registrations required for the specific secretarial duties performed.

PHYSICAL DEMANDS:

- Employee must occasionally stand and bend.
- Employee must occasionally be able to walk to other offices in the building.
- Employee must be able to sit at a desk for extended periods of time.
- Employee must occasionally lift and/or move up to 25 pounds.
- Employee must be able to use hands to finger, 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:

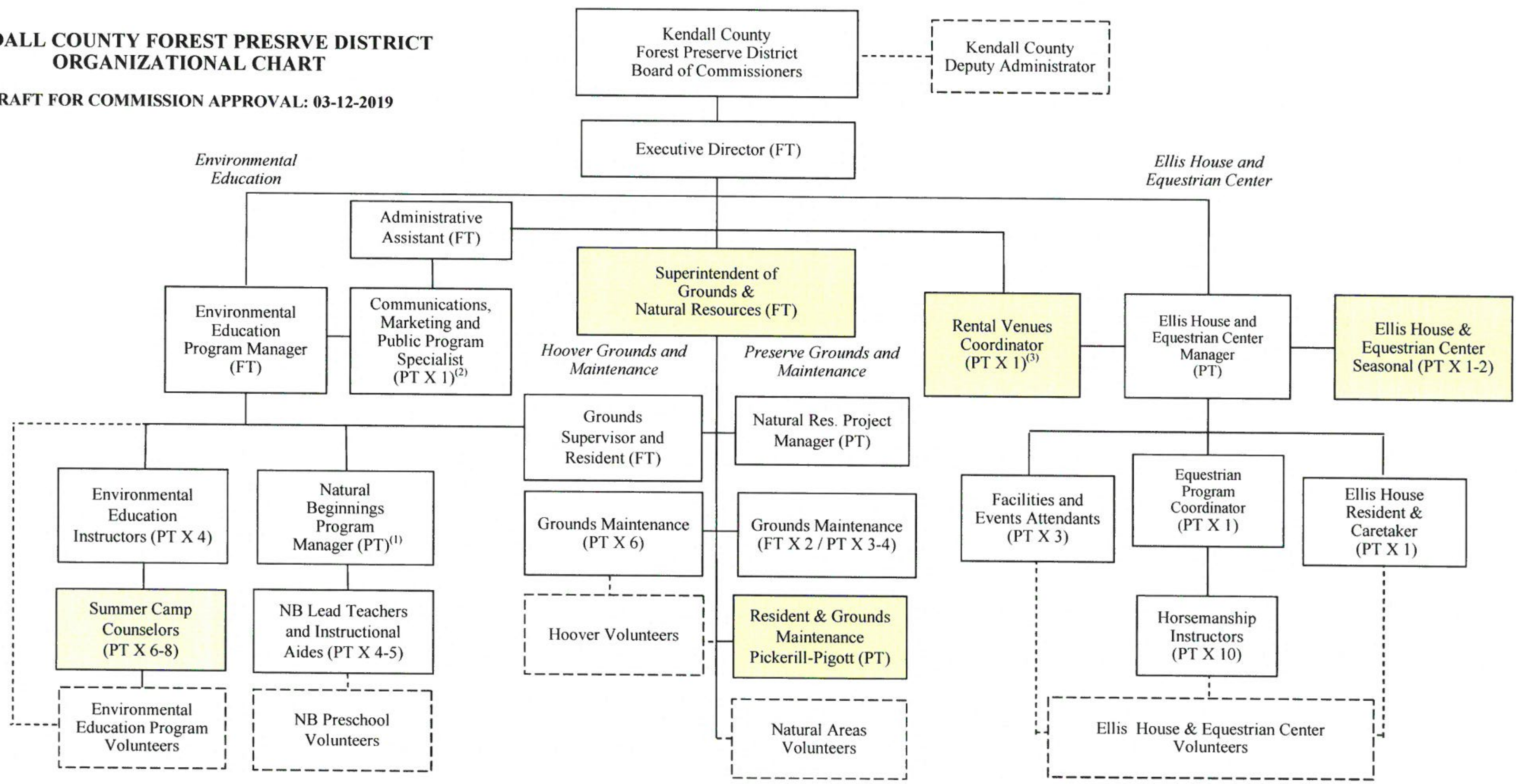
- The noise level in the work environment is usually moderately quiet.
- Employee must be able to perform all assigned job duties during normal business hours and after normal business hours, as required in the event of an emergency or special event.
- Employee may be required to provide own transportation to travel to and from meetings, training, conferences, and the various District preserves and locations.

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

Kendall County Forest Preserve District

KENDALL COUNTY FOREST PRESRVE DISTRICT
ORGANIZATIONAL CHART

DRAFT FOR COMMISSION APPROVAL: 03-12-2019

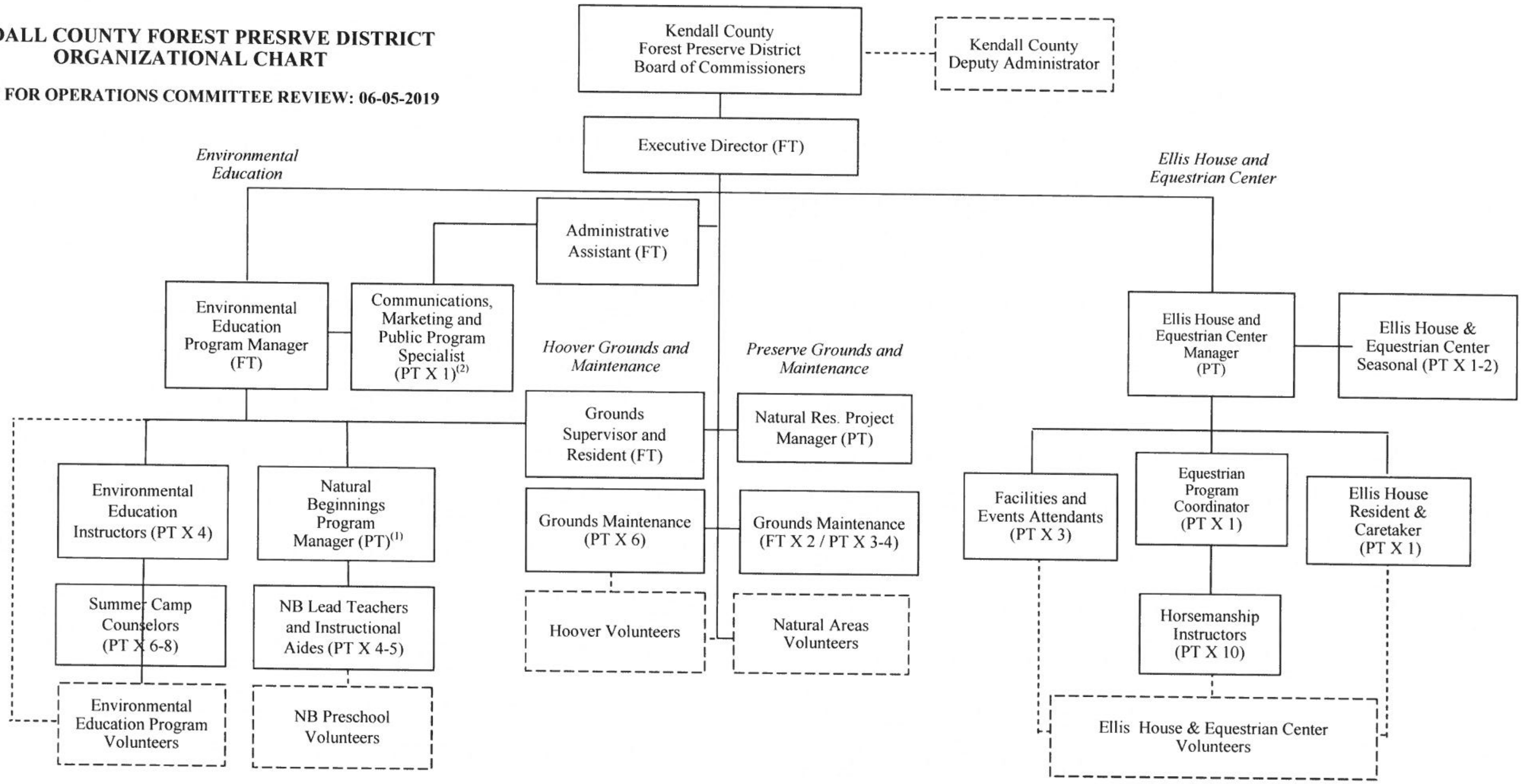


1. *Position reports to the Education Program Manager and Hoover Grounds Supervisor and Resident*
2. *Position receives instruction from the Executive Director, and reports to the Administrative Assistant and Environmental Education Program Manager*
3. *Position reports to the Administrative Assistant and Ellis House and Equestrian Center Manager*
4. *Positions highlighted are currently vacant.*

KENDALL COUNTY
FOREST PRESERVE DISTRICT

KENDALL COUNTY FOREST PRESRVE DISTRICT ORGANIZATIONAL CHART

DRAFT FOR OPERATIONS COMMITTEE REVIEW: 06-05-2019



1. Position reports to the Education Program Manager and Hoover Grounds Supervisor and Resident
2. Position receives instruction from the Executive Director, and reports to the Administrative Assistant and Environmental Education Program Manager
3. Position reports to the Administrative Assistant and Ellis House and Equestrian Center Manager
4. Positions highlighted are currently vacant.

KENDALL COUNTY FOREST PRESERVE DISTRICT

To: Kendall County Board of Commissioners– Operations Committee

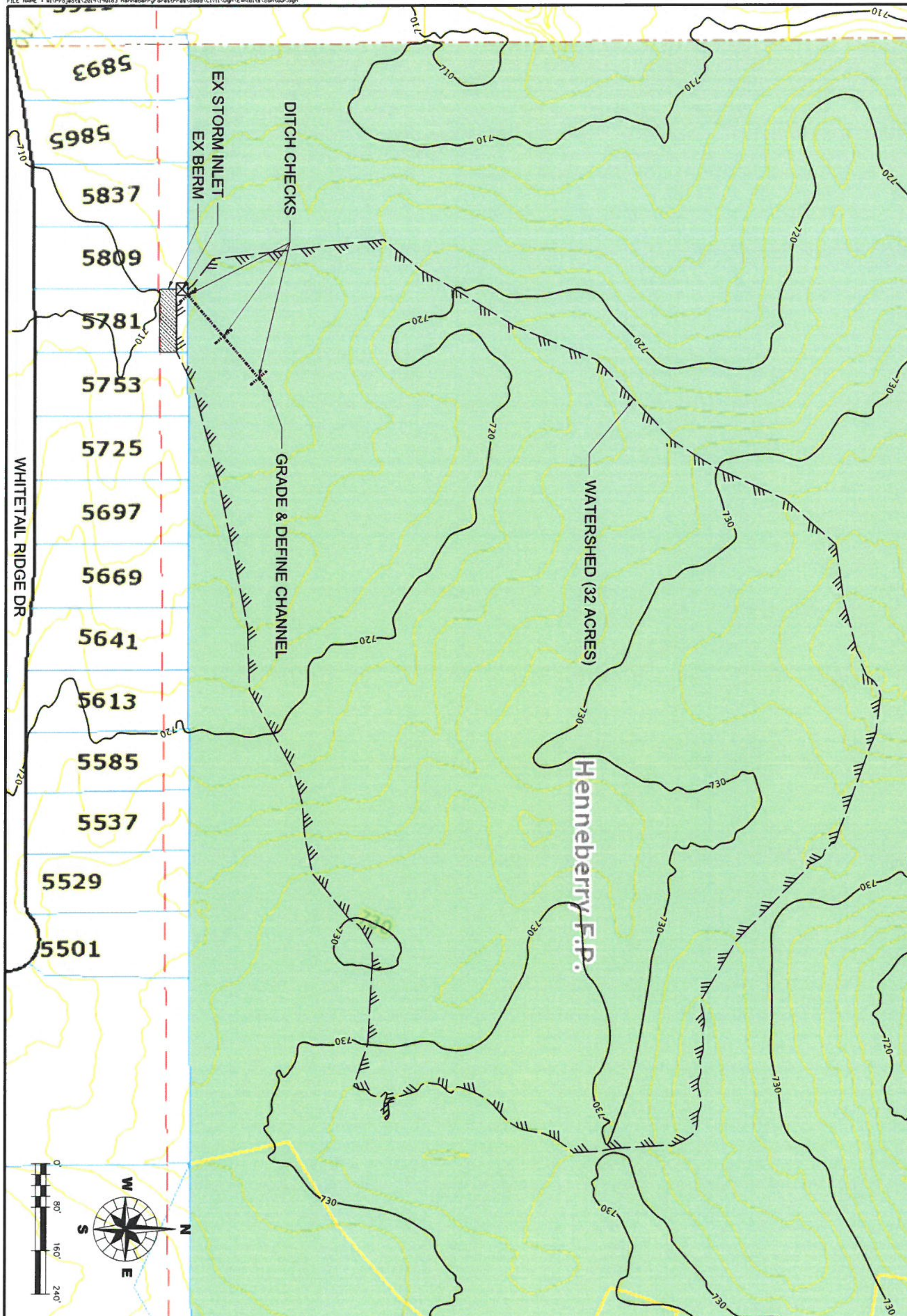
From: Emily Dombrowski, Environmental Education Programs Manager

RE: Summer Camp Enrollment Numbers

Date: June 5, 2019

The chart below shows our current summer camp enrollment for our Nature Summer Camp program at Hoover Forest Preserve. We close registration about a week prior to the camps start date. We are still receiving camp registrations daily. Camps will run if there are 5 or more campers enrolled. Last year our total number of campers that attended camp was 132 so we are thrilled that at the beginning of June we are at 129 campers!

Summer Camp	Age Group	Date	Cost of Camp	# of Campers currently enrolled	Current Revenue	Instructors on each Camp
Wonders of Water	Age 4-K	June 10-14	$130	5	$650	Tina and Madeline
Rain Drops to Rivers	Grade 1-3	June 10-14	$185	13	$2,405	Antoinette and Miles
Eric Carle	Ages 1-3	June 24-28	$35	17	$595	Antoinette and Emily
Hopping through Habitats	Age 4-K	June 24-28	$130	10	$1,300	Tina and Madeline
Creep, Crawl Climb	Grades 1-3	June 24-28	$185	8	$1,480	Kimberly and Miles
Rain Drops to Rivers	Grades 4-6	July 8-12	$185	10	$1,850	Kara and Miles
Be an Ologist	Grades 4-6	July 8-12	$185	8	$1,480	Kimberly and Madeline
Nature Quest	Grades 7-9	July 8-12	$185	11	$2,035	Antoinette and Emily
Wonders of Water	Age 4-K	July 15-19	$130	13	$1,690	Tina and Madeline
Creep, Crawl Climb	Grades 1-3	July 15-19	$185	9	$1,665	Mile and Kara
Forests, Fungi and Flowers	Grades 4-6	July 15-19	$185	5	$925	Kimberly and Antoinette
Going Buggy	Ages 1-3	July 22-26	$35	12	$420	Emily and Antoinette
Hopping through Habitats	Age 4-K	July 22-26	$130	5	$650	Tina and Madeline
Be an Ologist	Grades 4-6	July 29- August 2	$185	3	$555	Kimberly and Kara
				129	**$17,700**	



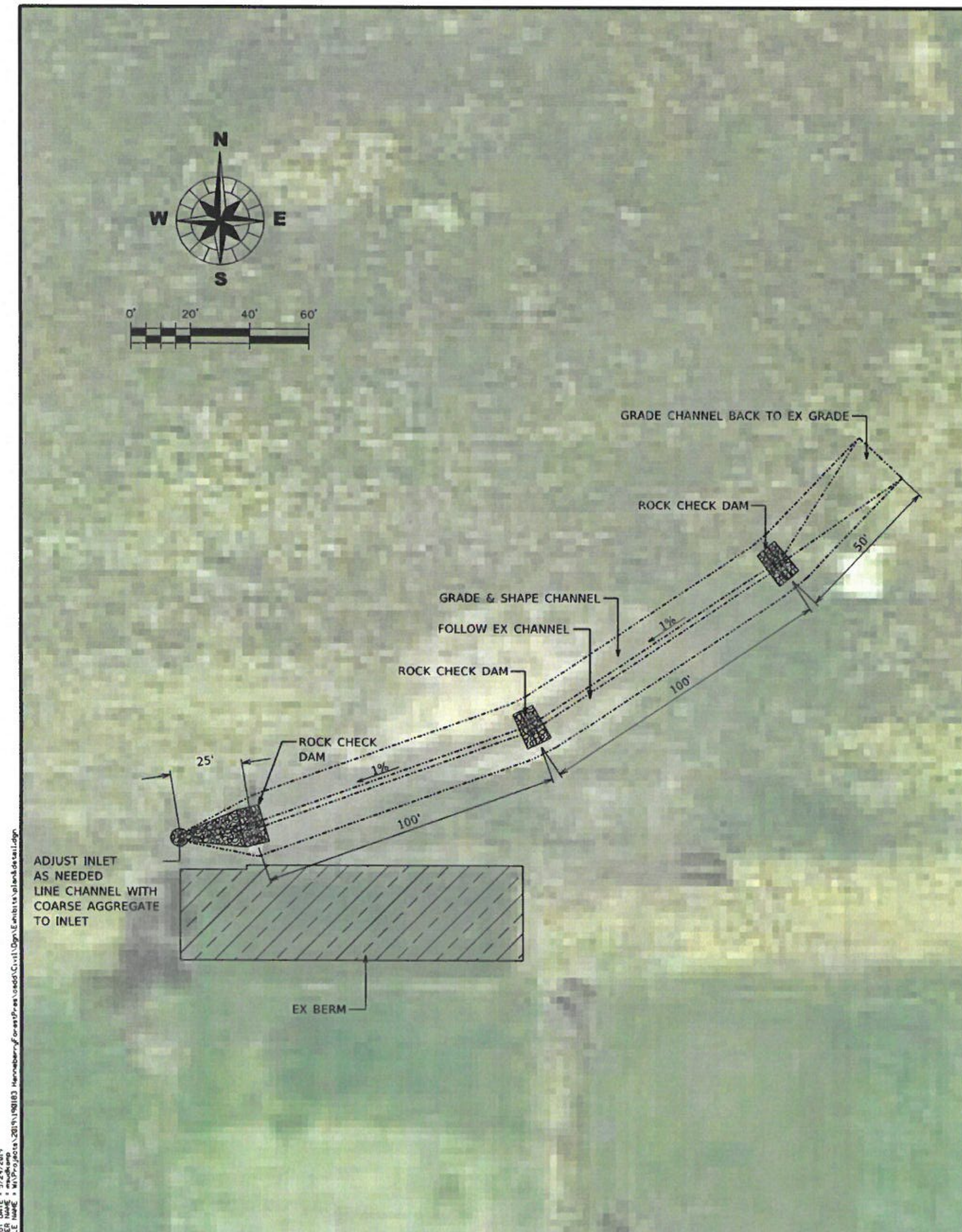
PROJECT NO. 19-0183	WBK engineering	WBK ENGINEERING, LLC 116 WEST MAIN STREET, SUITE 201 ST. CHARLES, ILLINOIS 60174 (630) 443-7755	CLIENT: KENDALL COUNTY FOREST PRESERVE DISTRICT
DATE: 5/24/2019			
DRAWING NO.			
SHEET 2 OF 2			

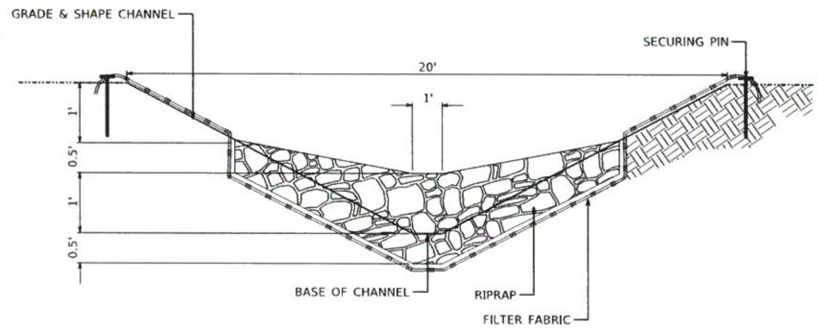
NO.	DATE	NATURE OF REVISION
1		
2		
3		
4		
5		
6		
7		
8		

DSGN.	MDS
DWN.	MDS
CHKD.	GC
SCALE:	1":80'

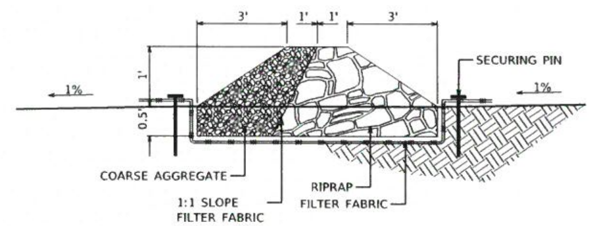
TITLE: **HENNEBERY PRESERVE EROSION CONTROL**

WATERSHED





CROSSECTION
LOOKING DOWNSTREAM
N.T.S



PROFILE
N.T.S

1. FILTER FABRIC SHALL MEET THE REQUIREMENTS OF MATERIAL SPECIFICATION 592 GEOTEXTILE, TABLE 1 OR 2, CLASS I, II, OR IV AND SHALL BE PLACED OVER THE CLEARED AREA PRIOR TO THE PLACING OF ROCK.
2. RIPRAP SHALL MEET IDOT GRADATION RR-3 OR RR-4 AND MEET QUALITY DESIGNATION A.
3. COARSE AGGREGATE SHALL MEET ONE OF THE FOLLOWING IDOT GRADATIONS, CA-1, CA-2, CA-3, OR CA-4.
4. COARSE AGGREGATE AND RIPRAP SHALL BE PLACED ACCORDING TO CONSTRUCTION SPECIFICATION 25 ROCKFILL USING PLACEMENT METHOD 1 AND CLASS III COMPACTION.

TITLE: **HENNEBERRY PRESERVE EROSION CONTROL**

PLAN & DETAIL

DSGN.	MDS
DWN.	MDS
CHKD.	GC
SCALE :	

NO.	DATE	NATURE OF REVISION
1		
2		
3		
4		
5		
6		
7		
8		

CLIENT : **KENDALL COUNTY FOREST PRESERVE DISTRICT**

WBK engineering
WBK ENGINEERING, LLC
116 WEST MAIN STREET, SUITE 201
ST. CHARLES, ILLINOIS 60174
(630) 443-7755

PROJECT NO. 19-0183
DATE : 5/24/2019
DRAWING NO.
SHEET
1 OF 2

PLOT DATE = 5/24/2019
USER NAME = msudkamp
FILE NAME = W:\Projects\2019\190183 HenneberryForestPres\cadd\Civil\Dgn\Exhibits\plan&detail.dgn

Kendall Excavating
P.O. Box 544
Yorkville, IL 60560

Proposal

Date	Estimate #
5/31/2019	615

Proposal Submitted To:
Kendall County Forest Preserve 110 West Madison Street Yorkville, IL 60560

Job
Henneberry Preserve Erosion Control

Description

Regrade 250 foot ditch to catch basin, construct three rock check dams with filter fabric per WBK Engineering plans 19-0183 dated 05/24/2019

Total	$18,640.00

Phone #	E-mail
630-774-9914	manager@kendallexcavating.com

To: Kendall County Forest Preserve District Operations Committee

From: David Guritz, Director

RE: Discussion of Pickerill-Pigott Phase I Site Plan Changes

Date: June 5, 2019

Kluber Architects has been in contact with Upland Design to open a discussion on whether Phase I OSLAD grant-funded project components could be reassigned to complete improvements on the Pickerill estate house grounds.

Specifically, the Phase I site plan under the OSLAD grant includes construction of a picnic shelter for $112,340, as well as completion of a circle drive near the house that may require some reconfiguration based on the estate house occupancy (additional ADA stall/wider pathway).

Although it would require IDNR pre-approval, the Pickerill estate house plan also includes construction of a large exterior patio. Relocation and reallocation of the shelter funds would reduce the costs for the proposed estate house improvements, and provided added utility and public benefit.

Current estimates for converting the estate house for public use include physical building improvements as well as replacement of the existing HVAC units and exterior repairs totaling an estimated $450,000.

Reallocation of this project component would reduce this figure, or help expand the scope of work for initial repairs and replacements.

The State of Illinois – IDNR budget includes PARC grant funding which would offset up to 75% of the estimated building improvement costs.

Grants Administered by the Illinois Department of Natural Resources

GRANT	WHO CAN APPLY?	WHEN TO APPLY?	TYPES OF PROJECTS FUNDED
Open Space Lands Acquisition & Development and Land & Water Conservation Programs	**Local units of government** can apply for acquisition and/or development of land for public parks and open space. Projects vary from small neighborhood parks or tot lots to large community and county parks and nature areas.	Applications must be received between May 1 and July 1 of each calendar year.	**Examples Include:** A combo soccer/football fields, combo baseball/softball fields, park pavilions, picnic tables, grills, basketball and tennis courts, interpretive trail signage, fishing piers, wetland observation decks, extensions of trail loops, parking lot expansions, splash pads, trails with fitness stations, water quality basins with native plantings, shelters with picnic tables; preservation/ biological improvement of permanent wetlands, outdoor classroom / treehouse shelters, adventure / educational play structures and interpretive prairie gardens. Click here
Park and Recreational Facility Construction Grant Program	**Local governments** can apply for park and recreation unit construction projects including acquisition, development, construction, reconstruction, rehabilitation, improvements, architectural planning and installation of capital facilities consisting, but not limited to, buildings, structures and land for park and recreation purposes and open spaces and natural areas.	Application schedule and award dates vary.	**Capital Expenditures** for additional indoor/outdoor recreational purposes may include, but are not limited to, demolition, site preparation/improvements, utility work, reconstruction or improvement of existing buildings/facilities, expansion of buildings/facilities and new construction. **Land Acquisition** projects such as the construction of new public indoor/outdoor recreation buildings, structures and facilities; expansion of existing public indoor/outdoor recreation buildings, structures and facilities; general park purposes such as regional/ community/neighborhood parks; frontage on public surface waters for recreation use; open space/ conservation purposes to protect floodplains, wetlands, natural areas, wildlife habitat and unique geologic/biologic features and additions to such areas. Click here
Public Museum Capital Grant Program	**Public museums** can apply for financial assistance to develop new and updated exhibits, expand facilities, renovate and restore buildings and make infrastructure improvements.	Application schedule and award dates vary.	This program is jointly administered by IDNR's Illinois State Museum and IDNR's Division of Grant Administration. Click here

Additional information, instructions and application forms are available at **www.dnr.illinois.gov/Grants/Pages/default.aspx**.

Master Plan - Phase I
Pickerill-Pigott Forest Preserve
Kendall County Forest Preserve District

North

SCALE: 1" = 150'-0"

0 75' 150' 300' 450'

August 6, 2018

Project #824

upland**Design**

Pickerill-Pigott Forest Preserve Prepared Date: 08/06/2018

Kendall County Forest Preserve Project #624

Development Cost Opinion - Master Plan Phase I

PROJECT COMPONENTS	QUANTITY	UNIT	COST	EXTENSION
Access Drive and Parking Lot				
Site Preparation and Grading	1	LS	$ 78,373.65	$ 78,373.65
Undercut and PGE	100	CY	$ 63.25	$ 6,325.00
Entry Drive & Gravel Paving - at 10" Depth	5574	SY	$ 23.00	$ 128,202.00
Vehicular Asphalt Paving at ADA space	100	SY	$ 64.40	$ 6,440.00
Vehicular Asphalt Striping	1	LS	$ 598.00	$ 598.00
ADA Parking Sign	2	EA	$ 575.00	$ 1,150.00
Wheelstop	54	EA	$ 97.75	$ 5,278.50
Turf Grass w/ Blanket - 10' both side of drive	0.65	Acre	$ 7,130.00	$ 4,634.50
			A/E Design, Survey and Permit Fees	**$ 34,651.00**
			SubTotal	**$ 265,652.65**
Wayfinding Plaza and Restroom				
Site Preparation and Grading	1	LS	$ 7,101.25	$ 7,101.25
Undercut and PGE	50	CY	$ 63.25	$ 3,162.50
Prefab Restroom Building - 2 Single Users, Waterless, Chase Option, Solar Light Option, Solar Vent Option	1	LS	$ 74,750.00	$ 74,750.00
Concrete Paving - Plaza	365	SF	$ 9.20	$ 3,358.00
Trail Markers	1	LS	$ 8,625.00	$ 8,625.00
Turf Grass w/ Blanket	100	SY	$ 6.90	$ 690.00
			A/E Design, Survey and Permit Fees	**$ 14,654.00**
			SubTotal	**$ 112,340.75**
Picnic Area Shelter				
Site Preparation and Grading	1	LS	$ 4,457.40	$ 4,457.40
Shelter 28' x 52'	1	EA	$ 94,300.00	$ 94,300.00
Concrete Paving - Shelter	1940	SF	$ 9.20	$ 17,848.00
Turf Grass w/ Blanket	150	SY	$ 6.90	$ 1,035.00
			A/E Design, Survey and Permit Fees	**$ 17,647.00**
			SubTotal	**$ 135,287.40**

Upland Design Ltd. tel 815.254.0091 fax 815.254.6010 www.uplandDesign.com
Chicago 564 W. Randolph Street, Chicago, IL 60661 Plainfield 24042 Lockport Street, Plainfield, IL 60544

Overlook & Trail from Parking Lot				
Site Preparation and Grading	1	LS	$ 4,833.45	$ 4,833.45
Undercut and PGE	50	CY	$ 63.25	$ 3,162.50
Gravel Trail - 8' wide Trail at 6" Depth	388	SY	$ 18.40	$ 7,139.20
Gravel Existing Trail - 8' wide	1612	SY	$ 18.40	$ 29,660.80
Gravel Overlook with 2 Benches	1	LS	$ 2,875.00	$ 2,875.00
Drainage / Culverts	1	LS	$ 1,437.50	$ 1,437.50
Mowed Trail - 8' wide				By Owner
Turf Grass w/ Blanket - 6' both side of trail	0.55	Acre	$ 7,130.00	$ 3,921.50
			A/E Design, Survey and Permit Fees	**$ 7,955.00**
			SubTotal	**$ 60,984.95**
Loop Trail at Lower Pond				
Site Preparation and Grading	1	LS	$ 15,375.50	$ 15,375.50
Undercut and PGE	50	CY	$ 63.25	$ 3,162.50
Gravel Trail - 8' wide Trail at 6" Depth	1052	SY	$ 18.40	$ 19,356.80
Drainage / Culverts	1	LS	$ 5,462.50	$ 5,462.50
Turf Grass w/ Blanket - 6' both sides of trail	0.33	Acre	$ 7,130.00	$ 2,352.90
			A/E Design, Survey and Permit Fees	**$ 6,857.00**
			SubTotal	**$ 52,567.20**
			Master Plan Phase I TOTAL OF ALL ITEMS	**$ 626,832.95**

* Cost does not include demolition or renovation of existing buildings

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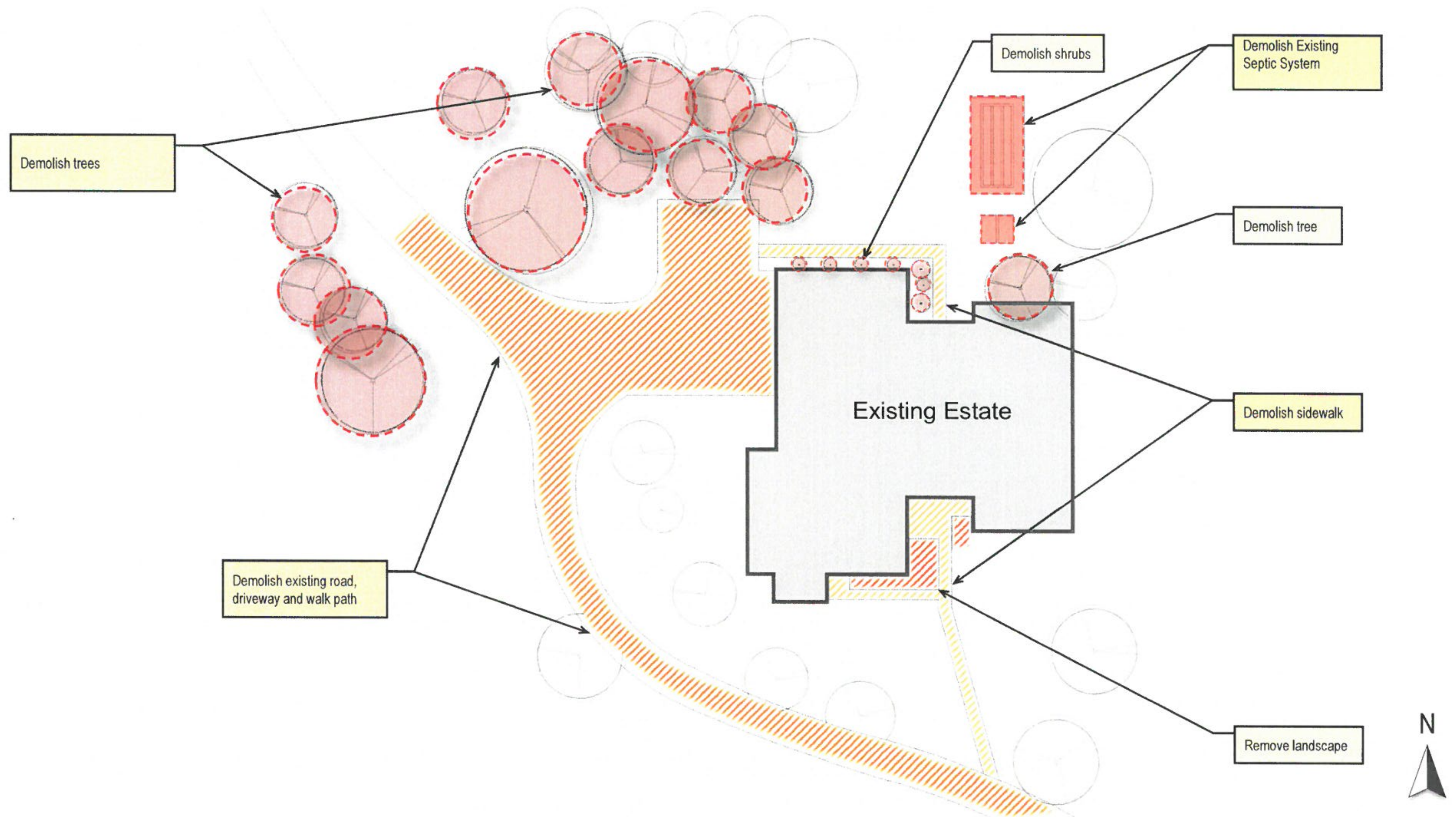
Chicago 564 W. Randolph Street, Chicago, IL 60661 Plainfield 24042 Lockport Street, Plainfield, IL 60544

Kluber
Architects + Engineers

KENDALL COUNTY FOREST PRESERVE DISTRICT

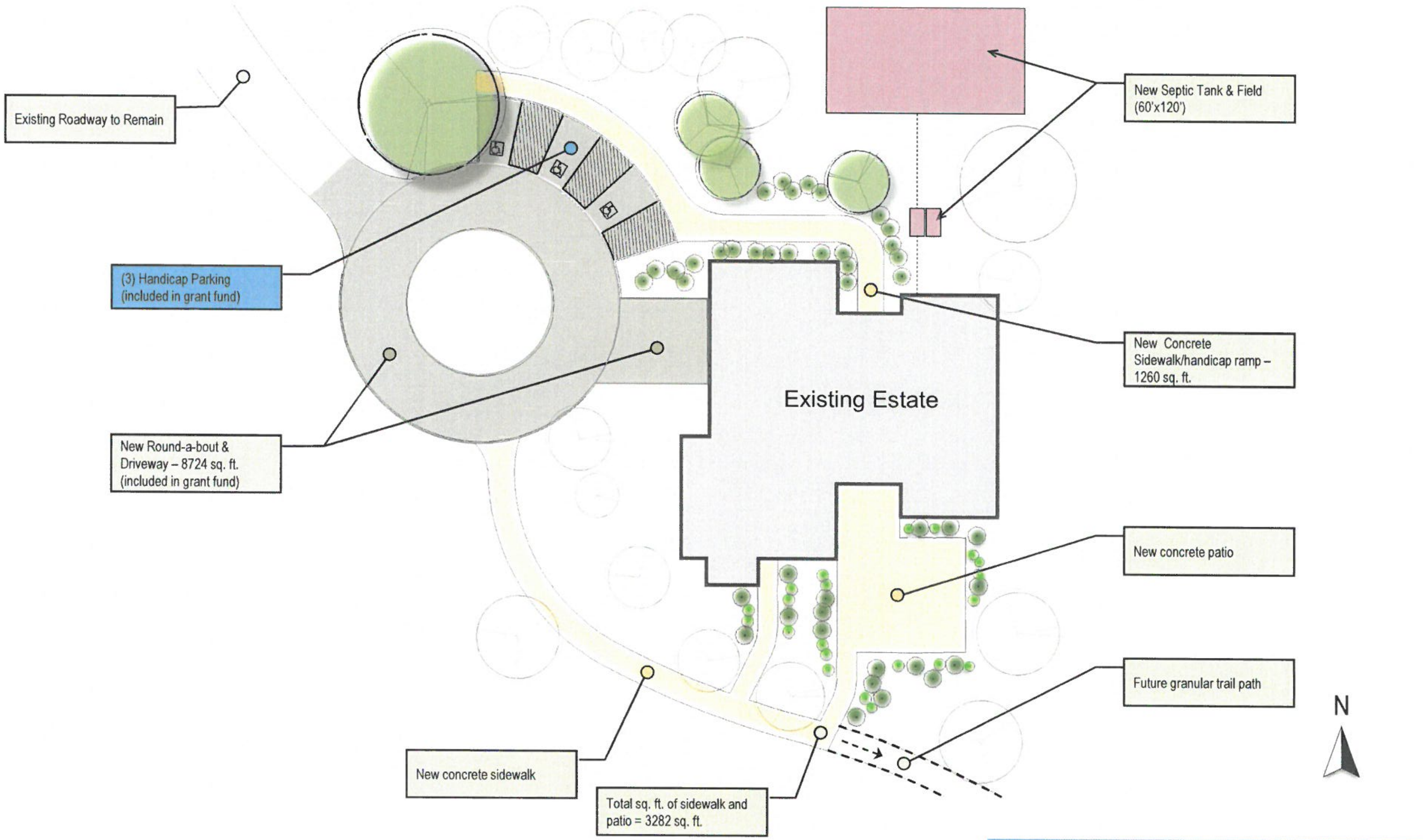


Demolition Site Plan

Kendall County Forest Preserve –
Pickerill Estate House Conversion

Kluber
Architects + Engineers

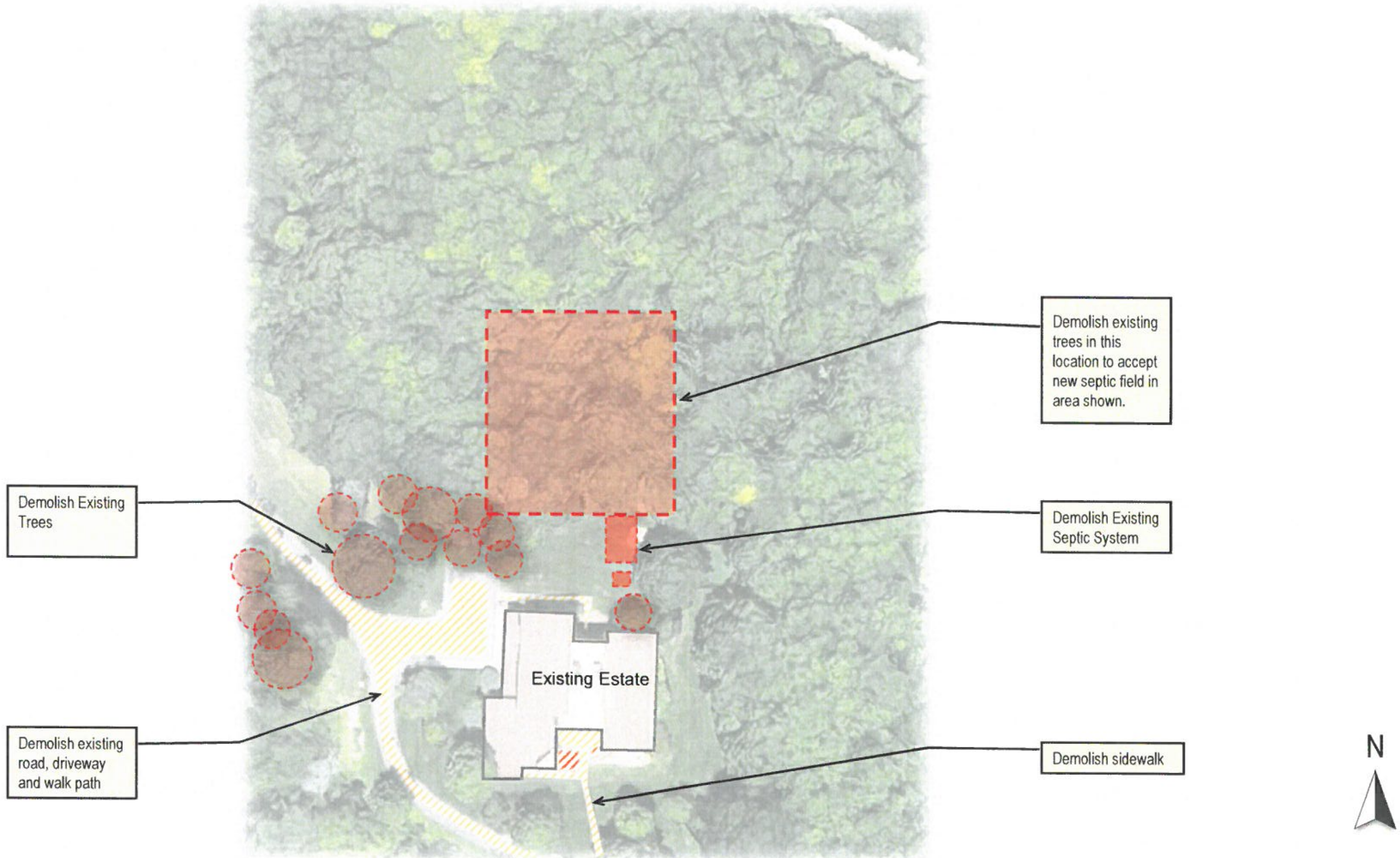
KENDALL COUNTY FOREST PRESERVE DISTRICT



Proposed Site Plan

Kendall County Forest Preserve – Pickerill Estate House Conversion

Kluber
Architects + Engineers

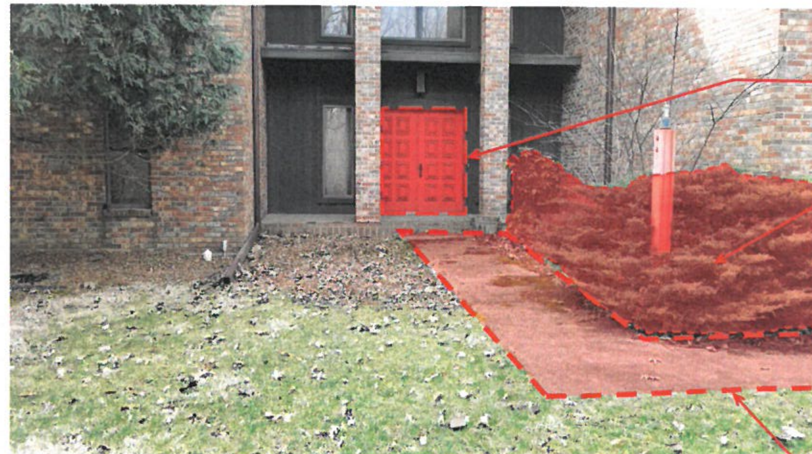


Demolition Site Plan – Zoomed Out

Kendall County Forest Preserve – Pickerill Estate House Conversion

Kluber
Architects + Engineers

KENDALL COUNTY FOREST PRESERVE DISTRICT



Existing Conditions

Kendall County Forest Preserve – Pickerill Estate House Conversion

Kluber
Architects + Engineers

Demolish Sliding Doors

Existing window to remain

Cedar siding in building recess to be replaced w/ fiber cement siding

Demolish window and Infill w/ fiber cement siding

Demolish Sliding Door

Demolish Sliding Door

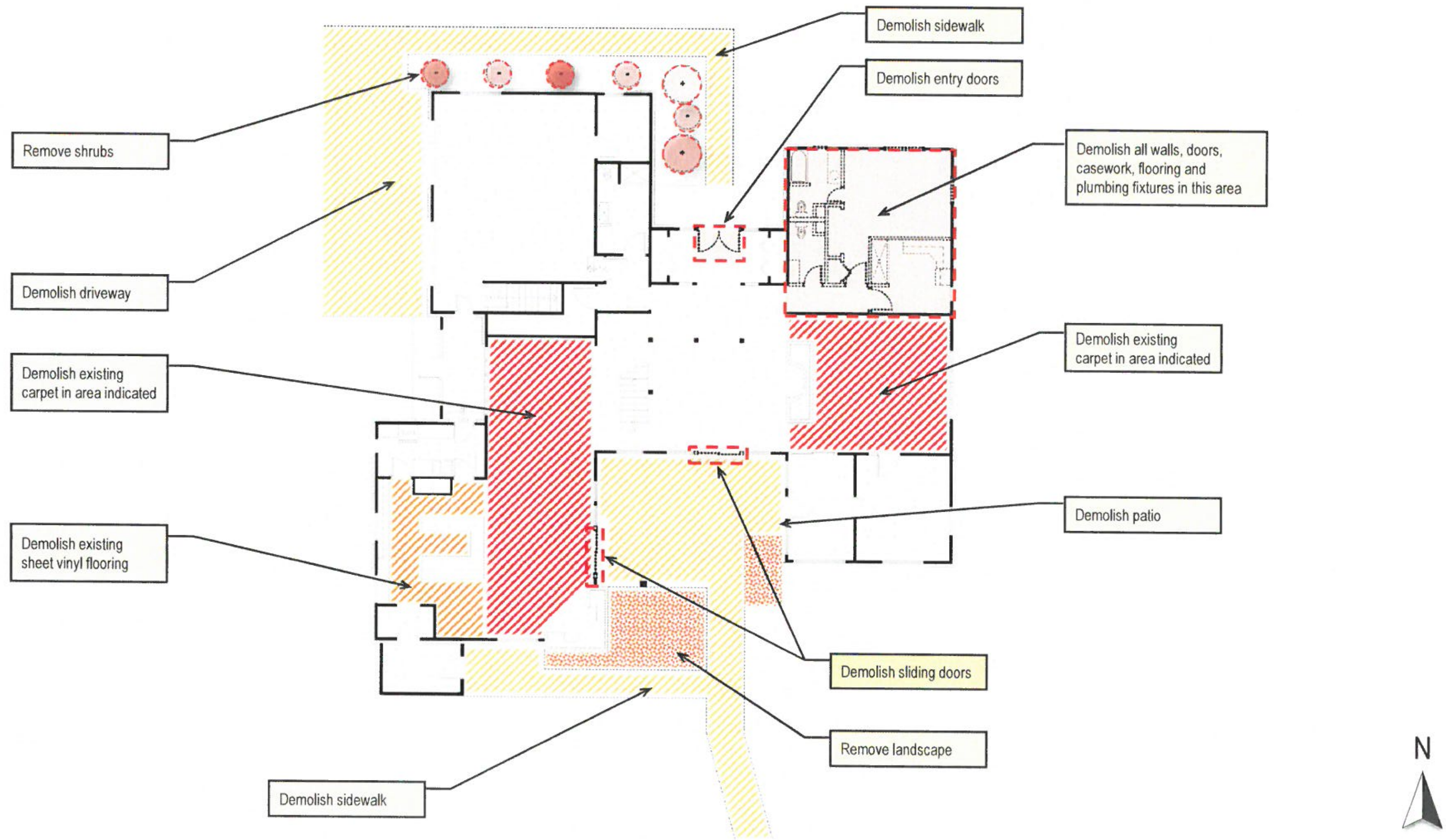
Demolish Patio, sidewalk & landscape

Existing Conditions

Kendall County Forest Preserve – Pickerill Estate House Conversion

Kluber
Architects + Engineers

KENDALL COUNTY FOREST PRESERVE DISTRICT



Demolition 1st Floor Pickerill Estate House

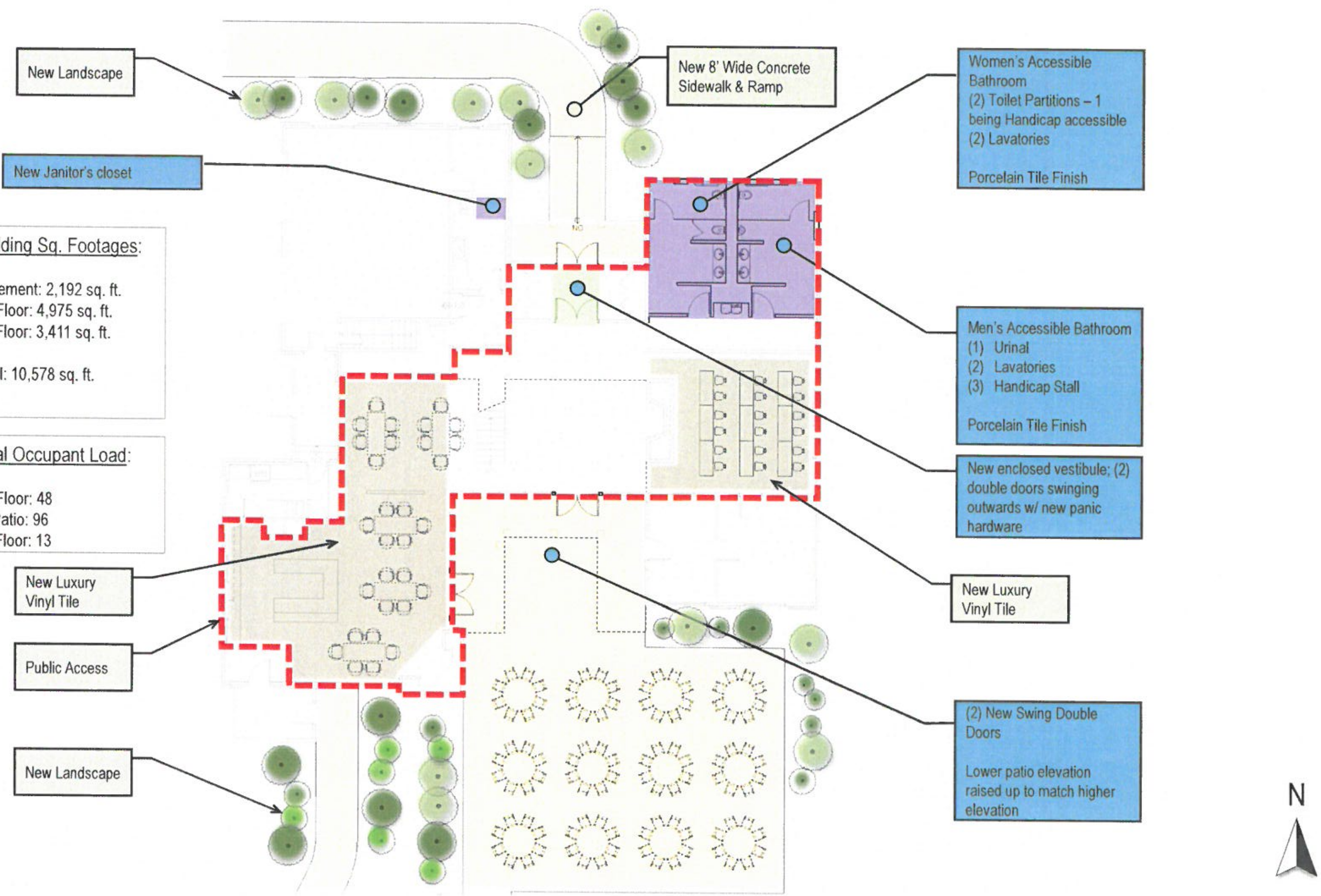
Kendall County Forest Preserve – Pickerill Estate House Conversion

Kluber
Architects + Engineers

KENDALL COUNTY FOREST PRESERVE DISTRICT

Potential Space Use:	Building Sq. Footages:
Fundraisers Student Group Programs Educational Events Business Rentals Outdoor/Field Use	Basement: 2,192 sq. ft. 1st Floor: 4,975 sq. ft. 2nd Floor: 3,411 sq. ft. Total: 10,578 sq. ft.

Building Features:	Total Occupant Load:
Fire Alarm System	1st Floor: 48 1st Patio: 96 2nd Floor: 13



Proposed 1st Floor Pickerill Estate House

Kendall County Forest Preserve – Pickerill Estate House Conversion

Kluber
Architects + Engineers

KENDALL COUNTY FOREST PRESERVE DISTRICT

Potential Space Use:

Private Offices
Limited Storage

Building Sq. Footages:

Basement: 2,192 sq. ft.
1st Floor: 4,975 sq. ft.
2nd Floor: 3,411 sq. ft.

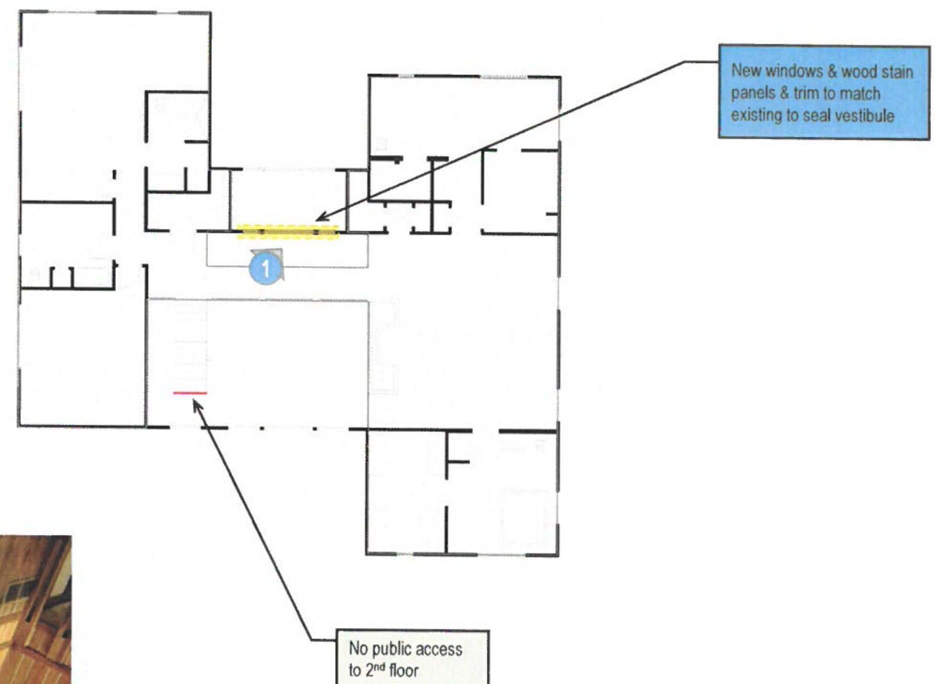
Total: 10,578 sq. ft.

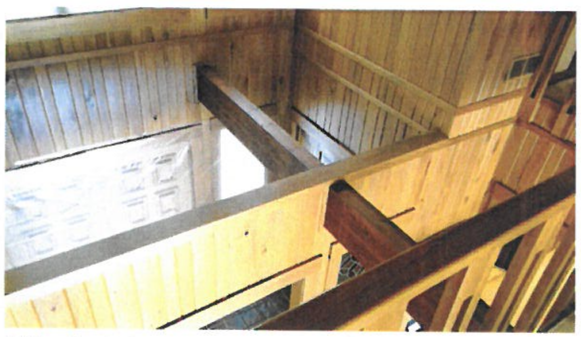
Building Features:

Fire Alarm System

Total Occupant Load:

1st Floor: 48
1st Patio: 96
2nd Floor: 13





1. View located over existing open entrance way

Proposed 2nd Floor Pickerill Estate House

Kendall County Forest Preserve –
Pickerill Estate House Conversion

Space Use:

Storage

Building Sq. Footages:

Basement: 2,192 sq. ft.
1st Floor: 4,975 sq. ft.
2nd Floor: 3,411 sq. ft.

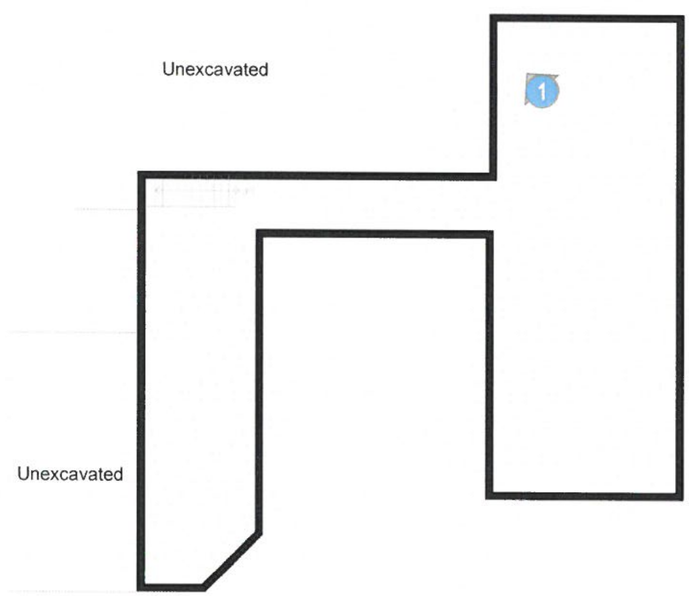
Total: 10,578 sq. ft.

Building Features:

Fire Alarm System

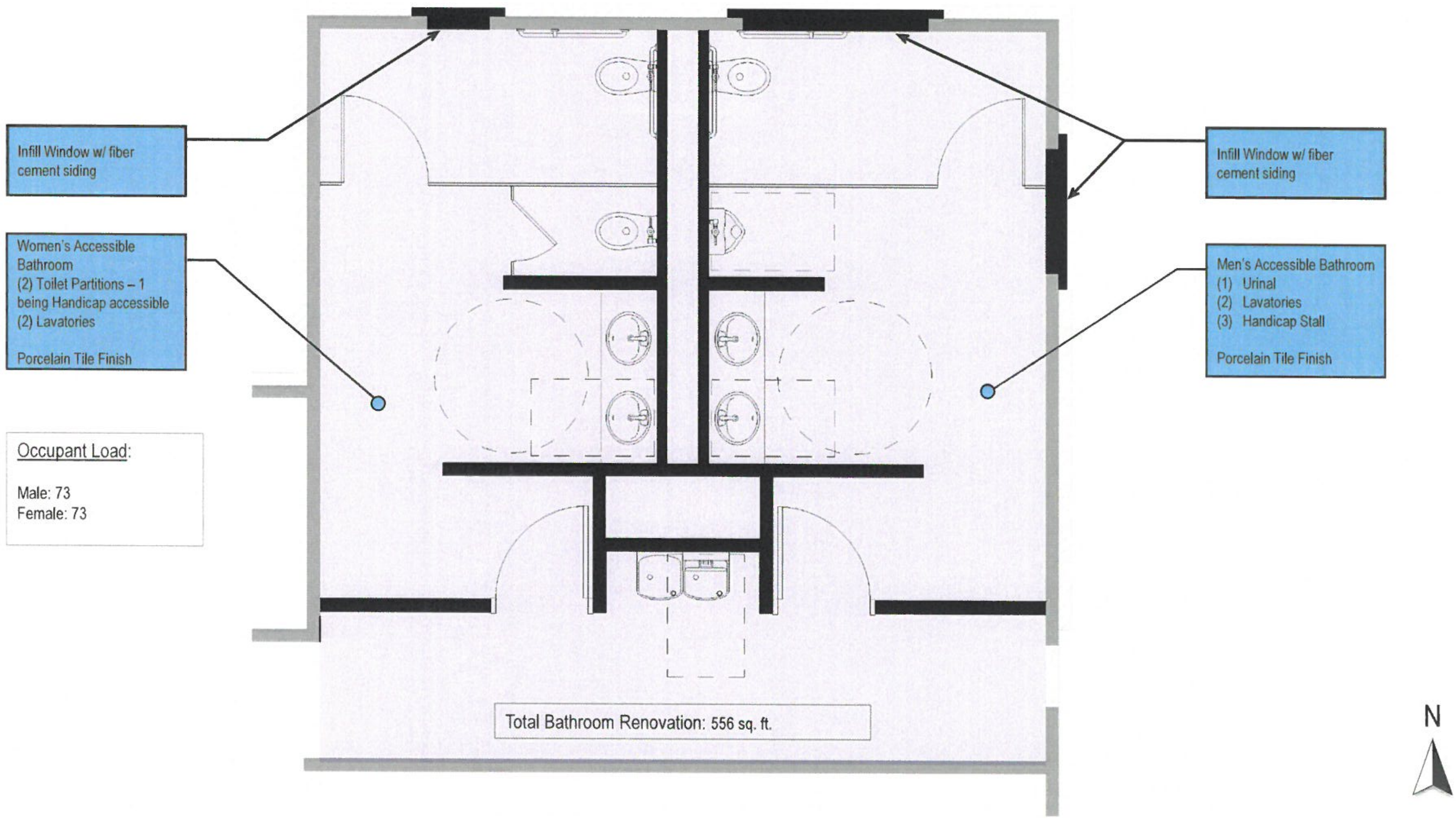
Total Occupant Load:

1st Floor: 48
1st Patio: 96
2nd Floor: 13



1. View located under proposed new bathrooms with easy plumbing access.

Basement Floor Pickerill Estate House



Enlarged Bathroom Plan

Kendall County Forest Preserve – Pickerill Estate House Conversion

TO: Kendall County Board of Commissioners – Operations Committee

FROM: Rebecca Antrim, Administrative Assistant

DATE: June 4, 2019

SUBJECT: Ellis House and Event Tent Rentals – Top Notch Rental Service

I spoke with Al Meister, Top Notch Rental Service, regarding the possibility of using their tent services for each event being held at Ellis House for next year, instead of leasing the tent for the summer season.

Mr. Meister indicated it would not be cost effective for tent service on an individual basis. We would not receive the same tent design as we currently have. We would be sacrificing quality and the look of the tent for the wedding events. The style would change, such as no peaks and windows and the tent would not by heavy duty.

For individual use, it would take approximately 2-3 days for set up and then returning for take-down.

Ellis - Wedding and Other Events - 2019 and 2020

Weddings / Receptions - 2019

	Event Date	Anticipated Rental Payment	Rental Payment - Pending	Total Rental Amount Paid	Security Deposit	Security Dep. Paid/Ret'd		Notes / Due Dates	
Wisman/Residori	27-Jul-19	$520.00	$260.00	$260.00	$260.00	22-Jun-18	Ceremony only	~~January 27, 2019~~	June 27, 2019
Sakalas / Maitland	27-Sep-19	$260.00	$0.00	$260.00			Rehearsal Dinner	**PAID**	
Sakalas / Maitland	28-Sep-19	$4,130.00	$1,990.00	$2,140.00	$1,000.00	21-Dec-18	Wedding	~~March 29, 2019~~	August 27, 2019
Muhr/Leeson	12-Oct-19	$3,930.00	$1,965.00	$1,965.00	$1,000.00	29-Nov-18	Wedding	~~April 12, 2019~~	September 12, 2019
	2019 Total	**$8,840.00**	**$4,215.00**	**$4,625.00**	**$2,260.00**				

Other Rentals - 2019

E Cogswell	9-Feb-19	$300.00	$0.00	$300.00	$150.00	18-Dec-18	Birthday	**PAID**	Sec Dep Rtn 3/7
K Manno	23-Feb-19	$240.00	$0.00	$240.00	$0.00	***Not Paid***	Baby Shower	**No security deposit rec'd - No return needed**	
Quasny/Dweller	20-Apr-19	$240.00	$0.00	$240.00	$120.00	27-Feb-19	Baby Shower	**PAID**	Sec Dep Rtn 5/9
Diana Hester	4-May-19	$180.00	$0.00	$180.00	$0.00	***Not Paid***	Bridal Shower	**PAID**	--
J Edwards	18-May-19	$1,040.00	$0.00	$1,040.00	$500.00	4-Mar-19	Graduation Party	**PAID**	Sec Dep Rtn 5/22
Kim Haritopoulos	1-Jun-19	$650.00	$0.00	$650.00	$325.00	1-Apr-19	Graduation Party	**PAID**	Sec Dep Rtn 6/5
Laura Clement	9-Jun-19	$240.00	$0.00	$240.00	$0.00	***Not Paid***	Baby Shower	**PAID**	--
Denise Schroeck	15-Jun-19	$520.00	$0.00	$520.00	$260.00	Pd 4/18	Graduation Party	**PAID**	
R Murdaugh	1-Sep-19	$250.00	$0.00	$250.00	$0.00	***Not Paid***	Shoop Scoot 5K	**PAID**	Board approved
	2019 Total	**$3,660.00**	**$0.00**	**$3,660.00**	**$1,355.00**				

Updated: 6/3/19

Weddings / Receptions - 2020

	Event Date	Anticipated Rental Payment	Rental Payment - Pending	Total Rental Amount Paid	Security Deposit	Security Dep. Paid/Ret'd		Notes / Due Dates	
Purvis / Wheeler	9-May-20	$4,590.00	$4,590.00		$1,000.00	16-Jan-19	Rehearsal Dinner & Wedding	*Rehearsal - May 8, 2020* *December 7, 2019- 50%*	April 17, 2020
Contract Pending	***4-Jul-20***	***$4,130.00***			***$1,000.00***		***Wedding***		
Plys - Balmer	31-Oct-20	$4,090.00	$4,090.00		$1,000.00	16-Jan-19	Rehearsal Dinner & Wedding	*Rehearsal - Oct. 30 2020* *May 30, 2020 50%*	September 30, 2020
	2020 Total	**$12,810.00**	**$8,680.00**	**$0.00**	**$3,000.00**				

Updated: 6/3/19

To: Kendall County Board of Commissioners- Operations Committee

From: Antoinette Meciej, Communications, Marketing, and Public Program Specialist

RE: Venue Inquires

Date: June 5, 2019

A summary of inquiries for information on Ellis House and Equestrian Center as a venue space is below.

Method of Contact	Inquiries for March	Past Month Inquiries (May)	Total Inquiries (since 12/18)
Wedding Wire	2	1	28
Wedding Spot	2	1	9
The Knot	0	0	4
Phone Call and Email	1	2	13

*Primary sources of calls and emails are from general internet searches, District websites, and Facebook

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Phone (800) 236-0112 • tapconet.com • Fax (800) 444-0331

SALES ORDER

Sales Order # SO579621

Sales Order Date: 5/7/2018

Page: 1

Sold To:	Ship To:
Kendall Co. Forest Preserve Kim Olson 110 W. Madison St. Yorkville, IL 60560 USA	Kendall Co. Forest Preserve Kim Olson 110 W. Madison St. Yorkville, IL 60560 USA

		Customer ID	C14121
Ship Terms	PREPAID AND ADD FREIGHT	**P.O. Number**	CUSTOM MARKERS
ShipVia	BEST RATE	**P.O. Date**	5/7/2018
Service Type		**Est. Ship Date**	5/30/2018
Terms	Net 30 DAYS	**SalesPerson**	Deidre Jones

Item No.	Description	Unit	Quantity	Unit Price	Total Price
111634	Marker,66" Dual Sided Brown No Decal,CIB306603	Each	100	14.64	1,464.00
SP TRAFFIC	Decal, Custom 3"x4"	Each	200	3.65	730.00
SP TRAFFIC	Custom Decal Setup Fee	Each	1	55.00	55.00

Plus Shipping and Handling
Lead Time: 2-3 Weeks from Artwork Approval

Thank you! Deidre Jones
Email: Deidre.jones@tapconet.com
Phone: 262-649-5227

For terms and conditions, please visit:
http://www.tapconet.com/terms-and-conditions

Subtotal:	2,249.00
Invoice Discount:	0.00
Total Sales Tax:	0.00
Freight:	0.00
Total:	2,249.00