

**KENDALL COUNTY FOREST PRESERVE DISTRICT
OPERATIONS COMMITTEE
AGENDA**

WEDNESDAY, JUNE 3, 2020

6:00 P.M.

KENDALL COUNTY BOARD ROOM

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Public Comments

OLD BUSINESS

No agenda items posted for consideration.

NEW BUSINESS

- V. KCFPD Plan for Phased Reopening Services and Amenities
- VI. Review of Preliminary Financial Statements through May 31, 2020
 - a. Coronavirus FY20 Revenue Impacts on District Services
 - b. Phased Reopening Service Strategies and Budgeted Expenditure Reductions
- VII. Review and Approval of Special Use Permit Requests
 - a. Yorkville Athletic Association Request to Allow Team Practices during the COVID-Phase III Re-opening Time Period
- VIII. Capital Project Updates
 - a. Fox River Bluffs Cropland Conversion Project Updates
 - i. Carbon Credits through City Forest Credits
 - ii. 2018 RTP Grant
 - b. USFS Landscape Scale Restoration Project Grant Agreement
 - c. Pickerill-Pigott Phase I OSLAD Project Updates
 - i. IDNR PARC Grant and DCEO Fast Track Grant Applications Status
 - d. Millbrook Bridge Removal Project Updates
- IX. Program Updates (NB Enrollment; Summer Camps; Education Services; Facility Rentals; Equestrian Center)
- X. Executive Session
- XI. Summary of Action Items
- XII. Public Comments
- XIII. Other Items of Business
- XIV. Adjournment

To: Kendall County Forest Preserve District Operations Committee

From: David Guritz, Director

RE: Agenda Items Summary Report

Date: June 3, 2020

Item V – KCFPD Reopening Plan

The District completed the phased re-opening plan. Development of the plan was completed in coordination with other forest preserve districts through Zoom meetings attended by Emily Shanahan. The plan fully aligns to the State of Illinois – Restore Illinois reopening plan.

The Education Department is examining price and changes to our service delivery approach for extending remote learning opportunities for Natural Beginnings students and families.

Item VI – Coronavirus FY20 Revenue Impacts

A report has been compiled on refunds issued due to COVID-19 program and rental service cancellations and refunds. The report does not reflect actual revenue losses from scheduled programs and reservations cancelled due to COVID-19, but does provide the information on refunds from payments received.

The District will be completing an analysis of FY20 operating budget impacts as well as cost reductions to close the anticipated deficit for the year.

Item VII – Special Use Permit Request

Yorkville Athletic Association is requesting permission to resume practices. Due to COVID-19, the Association was not billed for their annual lease agreement. Day use of the field will be based on the established fee structure of \$15 per day, provided the Operations Committee supports the Association's distancing strategies needed to resume limited use of the field for practices.

VIII – Capital Project Updates

The District is recognizing the longer-term financial impacts to the District's large-group education services, and examining opportunities for pivoting grant-funded support of staff contributions to the District's natural areas management projects. The goal is to offset staff costs/contributions to projects in order to close the FY20 deficit, and address potential revenue shortfalls for FY21. A grants spreadsheet is included in the Operating

Committee packets for review. The District plans to research and apply for other project funding, using the existing grant funding commitments to leverage additional outside funds.

Capital project updates for the posted agenda include the following:

1. The District is exploring a partnership with City Forest Credits, a not-for-profit engaged in generating carbon credits for voluntary purchase in the open market place. The approaches taken at Fox River Bluffs fetches the highest demand and market price per-metric-ton stored of \$25-\$30 per credit. City Forest Credits is working to determine the total number of credits that could be awarded based on 25-year modeling.
2. The District has not received any notification on status of funding of the District's 2018 RTP grant.
3. The District will be receiving the project grant agreement for the Landscape Scale Restoration grant with The Morton Arboretum from the US Forest Service.
4. Construction is underway at Pickerill-Pigott Forest Preserve. The District has not received notification on either the IDNR-PARC grant or the Fast Track grant applications.
5. D Construction is working on revising the in-stream work plan for submission to the permit agencies (IDNR-USACoE)

IX - Program Updates

1. 2020 Summer Camps and 20-21 Natural Beginnings enrollments are at or near maximum capacity for enrollment under Restore Illinois restrictions.
2. The District is examining the service delivery structure and pricing for remote learning for Natural Beginnings should the shelter-at-home order be reinstated this fall.
3. Facility rentals and reservations for all sites are down significantly for the year.
4. Fall school field trips are not expected to run due to school district policies.
5. 10 registrations have been taken for the District's new Family Adventures program offerings.
6. Equestrian center programming will resume next week within the Restore Illinois restrictions.

XIII – Other Items of Business

The District is working to complete revisions to the new Granicus website. Once complete, the kendallforest.com and ellishec.com websites will be unpublished.

Respectfully submitted,

David Guritz

To: Kendall County Forest Preserve District Operations Committee
 From: David Gurtz, Executive Director
 RE: Natural Resource Management Project Grants
 Date: 3-Jun-20

Grant Agency	Grant Program	Status	Location / Focus	Remaining Grant Funds	In-Kind Match (\$)	In-Kind (Staff)	Match Expended?	Restoration Work	Location
IDNR	2019 Habitat Grant	Awarded	Fox River Bluffs	\$15,000	\$30,000		Yes (Prairie Seed)	Woodlands	FRB
US Forest Service - The Morton Arb.	2020 Landscape Scale Restoration	Awarded	Oak Ecosystem Recovery	\$50,000	\$60,000		No	Oak Ecosystem Recovery	Various
Com-Ed-OpenLands Green Region	2020 Green Region	TBD - June 2020	Hoover/FRB Woodland Edge Enhancement	\$10,000	\$10,000		No - Fall 2020 Woodland Clearing	Woodland Seed	Hoover/FRB
USF&WS - Pheasants Forever	Partners for Fish and Wildlife	Awarded	Hoover Prairie Enhancement	\$8,000		\$3,867	Yes (NRM In-Kind)	Prairie Seed	Hoover
ICECF	K-12 Pollinator Grant	Awarded	Hoover Prairie Enhancement	\$2,350	\$261		No - Fall 2020 Perennial Purchases	Prairie Seed	Hoover
ICECF - FFKC	Hoover Restoration Challenge Grant	Awarded	Woodland Clearing	\$4,000			Yes - Project remainder	Woodland Clearing	Hoover
Totals				\$89,350	\$100,261				

Other Funding Sources

City Forest Credits	Voluntary Carbon Credit Purchases \$25-\$30 per metric ton produced 25-year timeframe	Fox River Bluffs
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Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

FOREST PRESERVES & PROGRAMS

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Beginning Balance	\$ 341,881	\$ 341,881	\$ 344,356	\$ 344,356	\$ (2,475)	
Revenue						
Revenue - Administration	723,132	89,176	757,104	158,265	-69,089	-44%
Revenue - Ellis House & Equestrian Center	128,487	41,617	143,200	57,143	-15,527	-27%
Revenue - Hoover FP	81,250	21,244	75,025	50,741	-29,497	-58%
Revenue - Env. Education	194,100	49,547	162,930	82,106	-32,559	-40%
Revenue - Natural Area Volunteers	-	-	500	-	-1,318	-44%
Revenue - Grounds & Natural Resources	27,500	1,700	11,200	3,018	5,588	
Revenue - Pickerill Pigott FP	10,956	5,588	9,400	-		
Total Revenue	1,165,425	208,870	1,159,359	351,273	(142,402)	-41%
Expenditure						
Expenditure - Administration	340,456	200,214	314,970	121,966	78,248	64%
Expenditure - Ellis House & Equestrian Center	151,988	66,793	180,381	93,081	-26,288	-28%
Expenditure - Hoover FP	230,738	107,230	186,896	90,331	16,899	19%
Expenditure - Env. Education	167,117	91,006	150,618	73,910	17,096	23%
Expenditure - Natural Area Volunteers	500	-	500	601	120,200	
Expenditure - Grounds & Natural Resources	268,282	141,291	298,040	129,890	11,401	9%
Expenditure - Pickerill Pigott FP	5,500	6,405	17,817	4,155	2,250	54%
Total Expenditure	1,164,581	612,939	1,149,222	513,935	99,004	19%
ENDING BAL	\$ 342,725	\$ (62,188)	\$ 354,493	\$ 181,694	\$ (243,882)	-134.2%
Surplus/(Deficit)	\$ 844	\$ (404,069)	\$ 10,137	\$ (162,662)	\$ (241,406)	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

FOREST PRESERVE CATEGORIES

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Beginning Balance	\$ 341,881	\$ 341,881	\$ 344,356	\$ 344,356	\$ (2,475)	
Revenue						
Property Tax	615,000	-	595,374	53,386	-53,386	-9.0%
Interest Income	1,700	399	700	784	-385	-49%
Other Income	14,500	620	7,500	-	620	0.0%
Donations	2,000	830	4,500	1,444	-614	-43%
Rental Revenue	79,706	25,262	74,625	42,146	-16,884	-40%
Program Revenue	320,987	85,033	292,530	134,492	-49,459	-37%
Grants	10,000	-	3,500	318	-318	-100%
Farm License Revenue	100,932	87,279	151,030	102,160	-14,881	-15%
Security Deposits	17,600	8,570	26,600	15,150	-6,581	-43%
Credit Card Revenue	3,000	878	3,000	1,393	-515	-37%
Total Revenue	1,165,425	208,870	1,159,359	351,273	(142,402)	-41%
Expenditure						
Personnel	685,421	329,945	672,046	318,007	11,938	4%
Benefits	261,580	135,158	245,086	71,265	63,892	90%
Contractual	44,850	24,761	55,705	38,812	-14,051	-36%
Commodities	127,630	71,098	128,285	60,633	10,465	17%
Other	45,100	51,978	48,100	25,218	26,760	106%
Total Expenditure	1,164,581	612,939	1,149,222	513,935	99,004	19%
ENDING BAL	\$ 342,725	\$ (62,188)	\$ 354,493	\$ 181,694	\$ (243,882)	-134.2%
Surplus/(Deficit)	\$ 844	\$ (404,069)	\$ 10,137	\$ (162,662)	\$ (241,406)	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ADMINISTRATION

	Current Year FY20		Prior Year FY19		YTD Variance			
	Budget	YTD	%	Budget	YTD	%	\$ Change	% Change
Revenue								
Property Tax	615,000	-	85.0%	595,374	53,386	9.0%	-53,386	
Interest Income	1,700	399	0.2%	700	784	112.0%	-385	-49%
Other Income	2,000	620	0.3%	6,500	-		620	
Donations	500	-	0.1%	500	542			
Farm License Revenue	100,932	87,279	14.0%	151,030	102,160	67.6%	-14,881	-15%
Security Deposit Revenue	3,000	878	0.4%	3,000	1,393	46.4%	-515	-37%
Credit Card Revenue								
Program Revenue								
Total Revenue	723,132	89,176	12.3%	757,104	158,265	20.9%	(69,089)	-44%
Expenditure								
Personnel	180,990	90,815	53.2%	159,485	75,790	47.5%	15,024	20%
Benefits	124,616	83,543	36.6%	121,345	21,690	17.9%	61,853	285%
Contractual	19,600	12,376	5.8%	18,700	13,450	74.3%	-1,074	-8%
Commodities	15,250	13,481	4.5%	16,040	8,625	53.8%	4,856	56%
Other	-	-		-	2,411		-2,411	
Total Expenditure	340,456	200,214	58.8%	314,970	121,966	38.7%	78,248	64%
Surplus/(Deficit)	\$ 382,676	\$ (111,038)		\$ 442,134	\$ 36,299			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ELLIS HOUSE & EQUESTRIAN CENTER

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	200	-	500	103	-103	
Security Deposit	600	5,300	10,600	4,355	945	22%
Credit Card Revenue	-	-	-	-	-	
Program Revenue	127,687	36,317	132,100	52,686	-16,369	-31%
Total Revenue	128,487	41,617	143,200	57,143	(15,527)	-27%
Expenditure						
Personnel	92,805	42,414	101,436	54,064	-11,650	-22%
Employee Benefits	11,753	5,372	11,070	6,030	-658	-11%
Contractual	7,000	4,109	20,355	18,251	-14,142	-77%
Commodities	28,830	9,493	29,920	9,754	-261	-3%
Other	11,600	5,404	17,600	4,983	421	8%
Total Expenditure	151,988	66,793	180,381	93,081	(26,288)	-28%
Surplus/(Deficit)	\$ (23,501)	\$ (25,176)	\$ (37,181)	\$ (35,938)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

HOOVER FOREST PRESERVE

Revenue
 Donations
 Rental Revenue
 Security Deposit Rev
 Program Revenue
Total Revenue

Expenditure
 Personnel
 Employee Benefits
 Contractual
 Commodities
 Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance			
	Budget	YTD	%	Budget	YTD	%	\$ Change	% Change
	-	-		-	-		-	
	64,250	17,974	28.0%	39,946	66.5%		-21,972	-55%
	17,000	3,270	19.2%	10,795	72.0%		-7,526	-70%
	81,250	21,244	26.1%	50,741	67.6%		(29,497)	-58%
	122,869	60,861	49.5%	99,950	47.9%		12,938	27%
	48,069	12,456	25.9%	28,846	38.8%		1,266	11%
	-	-		-	-		-	
	46,800	28,333	60.5%	45,100	55.1%		3,467	14%
	13,000	5,581	42.9%	13,000	48.9%		-772	-12%
	230,738	107,230	46.5%	186,896	90,331	48.3%	16,899	19%
	\$ (149,488)	\$ (85,987)		\$ (111,871)	\$ (39,591)			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ENVIRONMENTAL EDUCATION

Revenue
Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure
Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance				
	Budget	YTD	%	Budget	YTD	%	\$ Change	% Change	
		800	830	103.8%	2,500	300	12.0%	530	177%
	0.4%								
		193,300	48,717	25.2%	157,430	81,806	52.0%	-33,089	-40%
	99.6%								
	100.0%	194,100	49,547	25.5%	159,930	82,106	51.3%	(32,559)	-40%
		140,936	67,281	47.7%	126,927	63,608	50.1%	3,674	6%
	84.3%								
	11.2%	18,731	9,802	52.3%	15,791	7,622	48.3%	2,180	29%
	4.5%	7,450	2,334	31.3%	7,900	2,681	33.9%	-346	-13%
	100.0%	167,117	91,006	54.5%	150,618	73,910	49.1%	11,589	
		\$ 26,983	\$ (41,460)		\$ 9,312	\$ 8,196		17,096	23%

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

NATURAL AREA VOLUNTEERS

Revenue
 Donations
 Security Deposit
 Credit Card Revenue
 Program Revenue
Total Revenue
Expenditure
 Personnel
 Employee Benefits
 Contractual
 Commodities
 Other
Total Expenditure
Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	YTD	YTD	\$ Change	% Change
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	500	-	601	601	-601	-120.2%
	500	-	601	601	(601)	
	(500)	-	\$ (601)	\$ (601)		
	\$ (500)	-				
	100.0%					
	100.0%					

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

GROUNDS & NATURAL RESOURCES

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Other Income	12,500	-	1,000	-	-500	
Donations	500	-	500	500	-318	100.0%
Grants	10,000	-	3,500	318		9.1%
Credit Card Revenue						
Rental Revenue	4,500	1,700	6,200	2,200	-500	-23%
Total Revenue	27,500	1,700	10,200	3,018	(1,318)	-44%
Expenditure						
Personnel	147,821	68,575	173,848	76,622	-8,048	-11%
Employee Benefits	58,411	23,985	66,417	24,733	-748	-3%
Contractual	18,250	8,276	17,250	7,111	1,164	16%
Commodities	23,300	11,052	23,025	9,952	1,100	11%
Other	20,500	29,404	17,500	11,471	17,933	156%
Total Expenditure	268,282	141,291	298,040	129,890	11,401	9%
Surplus/(Deficit)	\$ (240,782)	\$ (139,591)	\$ (287,840)	\$ (126,873)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

PICKERILL PIGOTT FP

Revenue

Donations -
Other Income -
Rental Revenue 10,956
Security Deposit -
Total Revenue 10,956

100.0%
100.0%

Expenditure

Personnel -
Employee Benefits -
Contractual 5,500
Commodities 6,405
Other -
Total Expenditure 11,905

100.0%
100.0%

Surplus/(Deficit)

\$ 5,456 \$ (817)

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
	-	-		-	-	
	-	-		-	-	
	10,956	5,588		8,400	-	
	-	-		1,000	-	
	10,956	5,588		9,400	-	
				10,400	-	
				1,617	-	
	5,500	6,405	116.5%	5,800	4,155	54%
	-	-		-	-	
	5,500	6,405	116.5%	17,817	4,155	
	\$ 5,456	\$ (817)		\$ (8,417)	\$ (4,155)	
					2,250	54%
					2,250	54%

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ELLIS HOUSE - 1160

Revenue
Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-	-	-	-	-
	8,822	3,044	8,851	4,820	(1,776)	-37%
	1,356	452	1,240	701	(250)	-36%
	-	-	-	-	-	-
	7,500	4,484	7,420	4,531	(48)	-1%
	4,000	1,516	5,500	1,667	(151)	-9%
	21,678	9,495	23,011	11,720	(2,225)	-19%
	\$ (21,678)	\$ (9,495)	\$ (23,011)	\$ (11,720)		

ELLIS BARN - 1161

Revenue
Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-	-	-	-	-
	8,822	6,904	8,851	6,799	105	2%
	1,356	776	1,240	793	(17)	-2%
	-	-	-	-	-	-
	6,000	484	6,420	-	484	
	2,000	834	2,000	861	(28)	-3%
	18,178	8,998	18,511	8,453	544	6%
	\$ (18,178)	\$ (8,998)	\$ (18,511)	\$ (8,453)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ELLIS GROUNDS - 1162

Revenue
Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-	-	-	-	
	17,782	10,887	17,701	8,812	2,075	24%
	2,717	1,609	2,480	1,235	374	30%
	-	-	-	-	-	
	-	-	-	-	-	
	4,000	2,655	5,500	1,574	1,080	69%
	24,499	15,151	25,681	11,622	3,529	30%
	\$ (24,499)	\$ (15,151)	\$ (25,681)	\$ (11,622)		

ELLIS CAMPS - 1163

Revenue
Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
	9,000	45	10,000	3,390	(3,345)	-99%
	9,000	45	10,000	3,390	(3,345)	-99%
	4,604	251	4,604	490	(239)	-49%
	400	36	400	38	(1)	-3%
	1,500	861	900	563	297	53%
	1,865	404	2,465	14	390	2720%
	-	-	-	-	-	
	8,369	1,552	8,369	1,105	447	40%
	\$ 631	\$ (1,507)	\$ 1,631	\$ 2,285		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ELLIS RIDING LESSONS - 1164

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		-	500	103	-103	
Security Deposit		-	-	-		
Credit Card Revenue		-	-	-		
Program Revenue	50,000	18,350	36,000	20,551	-2,201	-11%
Total Revenue	50,200	18,350	36,500	20,653	(2,304)	-11%
Expenditure						
Personnel	27,000	9,766	25,414	15,861	-6,095	-38%
Employee Benefits	3,050	1,131	2,124	1,454	-324	-22%
Contractual	2,500	1,637	1,800	993	643	65%
Commodities	8,965	2,865	3,965	3,191	-326	-10%
Other	-	-	-	-		
Total Expenditure	41,515	15,399	33,303	21,500	(6,101)	-28%
Surplus/(Deficit)	\$ 8,685	\$ 2,950	\$ 3,197	\$ (847)		

ELLIS BIRTHDAY PARTIES - 1165

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		-				
Security Deposit		-				
Credit Card Revenue		-				
Program Revenue	8,500	2,127	8,000	4,141	-2,014	-49%
Total Revenue	8,500	2,127	8,000	4,141	(2,014)	-49%
Expenditure						
Personnel	5,000	2,024	5,000	2,780	-756	-27%
Employee Benefits	700	298	500	323	-26	-8%
Contractual	1,500	840	900	969	-129	-13%
Commodities	1,800	189	2,050	627	-438	-70%
Other	-	-	-	-		
Total Expenditure	9,000	3,350	8,450	4,699	(1,348)	-29%
Surplus/(Deficit)	\$ (500)	\$ (1,223)	\$ (450)	\$ (558)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ELLIS PUBLIC PROGRAMS - 1166

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Security Deposit	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	5,500	770	5,000	1,784	(1,014)	-57%
Total Revenue	5,500	770	5,000	1,784	(1,014)	-57%
	100.0%					
	100.0%					
Expenditure						
Personnel	3,000	670	3,000	1,524	(854)	-56%
Employee Benefits	300	98	400	120	(22)	-18%
Contractual	-	-	-	-	-	-
Commodities	500	137	-	-	137	
Other	-	-	-	-	-	-
Total Expenditure	3,800	905	3,400	1,644	(739)	-45%
	100.0%					
Surplus/(Deficit)	\$ 1,700	\$ (135)	\$ 1,600	\$ 140		

ELLIS SUNRISE CENTER - 1167

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Security Deposit	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	24,600	11,875	24,600	11,700	175	1%
Total Revenue	24,600	11,875	24,600	11,700	175	1%
	100.0%					
	100.0%					
Expenditure						
Personnel	15,000	8,058	15,000	8,747	(689)	-8%
Employee Benefits	1,700	850	1,690	786	63	8%
Contractual	-	-	-	-	-	-
Commodities	1,200	930	4,500	614	316	
Other	-	-	-	-	-	-
Total Expenditure	17,900	9,838	21,190	10,147	(309)	-3%
	100.0%					
Surplus/(Deficit)	\$ 6,700	\$ 2,037	\$ 3,410	\$ 1,553		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ELLIS WEDDINGS - 1168

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-				
Security Deposit	-	3,000	10,000	3,000		30.0%
Credit Card Revenue	-	-	-	-		
Program Revenue	2,000	2,000	40,000	6,325	-4,325	-68%
Total Revenue	2,000	5,000	50,000	9,325	(4,325)	-46%
Expenditure						
Personnel	500	810	13,015	4,230	-3,420	-81%
Employee Benefits	-	123	996	579	-456	-79%
Contractual	1,500	771	16,755	15,725	-14,953	-95%
Commodities	50	-	2,050	490	-490	-100%
Other	1,000	200	4,000	110	90	82%
Total Expenditure	3,050	1,905	36,816	21,135	(19,229)	-91%
Surplus/(Deficit)	-\$1,050	\$ 3,095	\$13,184	\$ (11,810)		

ELLIS OTHER RENTALS - 1169

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-				
Security Deposit	600	2,300	600	1,355	945	70%
Credit Card Revenue	-	-	-	-		
Program Revenue	4,500	900	4,500	3,840	-2,940	-77%
Total Revenue	5,100	3,200	5,100	5,195	(1,995)	-38%
Expenditure						
Personnel	2,275	-				
Employee Benefits	174	-				
Contractual	-	-				
Commodities	400	-				
Other	600	200	600	770	-570	-74%
Total Expenditure	3,449	200	600	770	(570)	-74%
Surplus/(Deficit)	\$1,651	\$3,000	\$4,500	\$4,425		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ELLIS 5K - 1170

Revenue
 Donations
 Security Deposit
 Credit Card Revenue
 Program Revenue
Total Revenue
Expenditure
 Personnel
 Employee Benefits
 Contractual
 Commodities
 Other
Total Expenditure
Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-			-	
	-	-			-	
	-	-			-	
	1,570	250	1,570	955	(705)	-7.4%
100.0%	1,570	250	1,570	955	(705)	-7.4%
100.0%						
	-	-			-	
	-	-			-	
	550	-	550	69	(69)	
100.0%	550	-	550	69	(69)	
	\$ 1,020	\$ 250	\$ 1,020	\$ 886		
						12.5%

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

HOOVER GROUNDS - 1171

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-				
Rental Revenue	5,250	1,750	5,250	1,500	250	17%
Security Deposit Revenue	-	-	-	-		
Credit Card Revenue	-	-	-	-		
Total Revenue	5,250	1,750	5,250	1,500	250	17%
Expenditure						
Personnel	61,435	30,431	50,001	23,912	6,518	27%
Employee Benefits	24,034	6,851	14,423	5,589	1,262	23%
Contractual	-	-	-	-		
Commodities	46,800	28,333	45,100	24,866	3,467	14%
Other	13,000	5,581	13,000	6,353	-772	-12%
Total Expenditure	145,269	71,196	122,524	60,720	10,476	17%
Surplus/(Deficit)	\$ (140,019)	\$ (69,446)	\$ (117,274)	\$ (59,220)		

HOOVER BUNKHOUSE - 1172

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-				
Rental Revenue	35,000	9,850	33,525	25,118	-15,268	-61%
Security Deposit Revenue	6,000	1,900	6,000	3,100	-1,200	-39%
Credit Card Revenue	-	-	-	-		
Total Revenue	41,000	11,750	39,525	28,218	(16,468)	-58%
Expenditure						
Personnel	30,718	15,217	25,001	11,961	3,256	27%
Employee Benefits	12,017	3,426	7,211	2,795	630	23%
Contractual	-	-	-	-		
Commodities	-	-	-	-		
Other	-	-	-	-		
Total Expenditure	42,735	18,642	32,212	14,756	3,886	26%
Surplus/(Deficit)	\$ (1,735)	\$ (6,892)	\$ 7,313	\$ 13,461		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

HOOVER CAMPSITE - 1173

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-				
Rental Revenue	6,000	560	4,750	3,630	-3,070	-85%
Security Deposit Revenue	-	-	-	-		
Credit Card Revenue	-	-	-	-		
Total Revenue	6,000	560	4,750	3,630	(3,070)	-85%
Expenditure						
Personnel	15,358	7,608	12,447	5,984	1,624	27%
Employee Benefits	6,009	1,087	3,606	1,400	-313	-22%
Contractual	-	-	-	-		
Commodities	-	-	-	-		
Other	-	-	-	-		
Total Expenditure	21,367	8,695	16,053	7,384	1,311	18%
Surplus/(Deficit)	\$ (15,367)	\$ (8,135)	\$ (11,303)	\$ (3,754)		

HOOVER MEADOWHAWK LODGE - 1174

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-				
Rental Revenue	18,000	5,814	16,500	9,698	-3,884	-40%
Security Deposit Revenue	11,000	1,370	9,000	7,695	-6,326	-82%
Credit Card Revenue	-	-	-	-		
Total Revenue	29,000	7,184	25,500	17,393	(10,210)	-59%
Expenditure						
Personnel	15,358	7,605	12,501	6,065	1,540	25%
Employee Benefits	6,009	1,092	3,606	1,406	-314	-22%
Contractual	-	-	-	-		
Commodities	-	-	-	-		
Other	-	-	-	-		
Total Expenditure	21,367	8,697	16,107	7,471	1,226	16%
Surplus/(Deficit)	\$ 7,633	\$ (1,513)	\$ 9,393	\$ 9,922		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ENVIRONMENTAL EDUCATION - 1175

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
Revenue						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue						
Total Revenue	500	-	100.0%	500	-	
Expenditure						
Personnel						
Employee Benefits						
Contractual						
Commodities						
Other						
Total Expenditure	-	616		-	616	
Surplus/(Deficit)	\$ 500	\$ (616)		\$ 500	\$ -	

ENV. EDUCATION SCHOOL PROGRAMS - 1176

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
Revenue						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue						
Total Revenue	38,000	5,127	13.5%	35,000	21,734	62.1%
Expenditure						
Personnel						
Employee Benefits						
Contractual						
Commodities						
Other						
Total Expenditure	35,997	17,295	48.0%	40,339	19,349	48.0%
Surplus/(Deficit)	\$ 2,003	\$ (12,168)		\$ (5,339)	\$ 2,385	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ENV. EDUCATION CAMPS - 1177

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		-				
Security Deposit						
Credit Card Revenue		9,455	33,000	18,260	-8,805	-48%
Program Revenue	32,000	9,455	33,000	18,260	(8,805)	-48%
Total Revenue	32,000	9,455	33,000	18,260		
	100.0%	29.5%		55.3%		
Expenditure						
Personnel	25,870	7,375	27,200	6,109	1,267	21%
Employee Benefits	3,237	1,173	3,800	865	308	36%
Contractual	-	-	-	-		
Commodities	1,500	288	1,750	351	-63	-18%
Other	-	-	-	-		
Total Expenditure	30,607	8,836	32,750	7,325	1,511	21%
	100.0%	28.9%		22.4%		
Surplus/(Deficit)	\$ 1,393	\$ 619	\$ 250	\$ 10,935		

ENV. EDUCATION NATURAL BEGINNINGS - 1178

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		830	2,000	300	530	177%
Security Deposit						
Credit Card Revenue						
Program Revenue	115,800	31,652	86,430	38,245	-6,593	-17%
Total Revenue	116,100	32,482	88,430	38,545	(6,063)	-16%
	100.0%	28.0%		44.2%		
Expenditure						
Personnel	74,031	42,379	53,475	34,639	7,741	22%
Employee Benefits	9,870	5,477	6,452	4,090	1,387	34%
Contractual	-	-	-	-		
Commodities	4,000	1,682	4,000	1,441	241	17%
Other	-	9,187	-	-	9,187	
Total Expenditure	87,901	58,725	63,927	40,170	18,555	46%
	100.0%	66.8%		62.8%		
Surplus/(Deficit)	\$ 28,199	\$ (26,243)	\$ 24,503	\$ (1,625)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ENV. EDUCATION PUBLIC PROGRAMS - 1179

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue	7,500	2,483	6,000	3,567	-1,084	-30%
Total Revenue	7,500	2,483	6,000	3,567	(1,084)	-30%
Expenditure						
Personnel	6,692	1,459	8,200	3,436	-1,977	-58%
Employee Benefits	797	176	900	413	-237	-57%
Contractual	-	-	-	-	-	-
Commodities	750	103	600	445	-342	-77%
Other	-	548	-	-	548	
Total Expenditure	8,239	2,286	9,700	4,294	(2,008)	-47%
Surplus/(Deficit)	\$ (739)	\$ 197	\$ (3,700)	\$ (727)		

ENV. EDUCATION LAWS OF NATURE - 1180

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue	-	-	-	-		
Total Revenue	-	-	-	-		
Expenditure						
Personnel	3,446	2,043	3,052	797	1,245	156%
Employee Benefits	427	317	300	84	233	278%
Contractual	-	-	-	-		
Commodities	500	244	550	158	85	54%
Other	-	-	-	-		
Total Expenditure	4,373	2,603	3,902	1,040	1,563	150%
Surplus/(Deficit)	\$ (4,373)	\$ (2,603)	\$ (3,902)	\$ (1,040)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/20

6 Month Budget Percent = 50.0%

ENV. EDUCATION OTHER PROGRAMS - 1181

Revenue
Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	YTD	YTD	\$ Change	% Change
	-	-	-	-		
		600	1,603	52.5%	-1,003	-62.6%
		46	130	43.2%	-84	-64.6%
		-	-			
		-	550			
	-	646	1,733	44.4%	(1,087)	-63%
	\$ -	\$ (646)	\$ (1,733)			



Kendall County Forest Preserve District Reopening Plan

May 26, 2020

What is this plan?

This Kendall County Forest Preserve District Reopening Plan is an overarching guide for the organization as it continues to adjust to the COVID-19 pandemic and receives ongoing guidance from the State of Illinois and Illinois Department of Public Health regarding restrictions placed on businesses and individuals.

Individual Department Directors will develop more specific procedures at each phase to meet the organization's operational goals including staffing schedules, work locations, duties and expectations. They will also address program cancellations or modifications and alterations to work processes.

On May 5, 2020, Governor JB Pritzker released a phased plan for reopening the State of Illinois following the devastating impacts that COVID-19 has had on our society and economy. That plan will influence the Kendall County Forest Preserve District's operations as we too reopen. We will match the guidelines in each phase of the Governor's plan with appropriate actions of our own to protect employees and visitors and attempt to reach a new normal. The State has been divided into four Health Regions and the Forest Preserve District lies within the Northeast Region. As benchmarks are achieved, each region of the State will move from one phase to another, either up or down the scale depending on the metrics.

The five phases of the Governor's reopening plan include:

Phase 1 – Rapid Spread: The rate of infection among those tested and the number of patients admitted to the hospital is high or rapidly increasing. Strict stay-at-home and social distancing guidelines are put in place and only essential businesses remain open. Every region has experienced this phase once already, and could return to it if mitigation efforts are unsuccessful.

Phase 2 – Flattening: The rate of infection among those tested and the number of patients admitted to the hospital beds and ICU beds increases at an ever slower rate, moving toward a flat and even a downward trajectory. Nonessential retail stores reopen for curbside pickup and delivery. Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating and fishing while practicing social distancing. To varying degrees, every region is experiencing flattening as of early May.

Phase 3 – Recovery: The rate of infection among those surveillance tested, the number of patients admitted to the hospital, and the number of patients needing ICU beds is stable or declining. Manufacturing, offices, retail, barbershops and salons can reopen to the public with capacity and other limits and safety precautions. Gatherings limited to 10 people or fewer are allowed. Face coverings and social distancing are the norm.

Phase 4 – Revitalization: The rate of infection among those surveillance tested and the number of patients admitted to the hospital continues to decline. Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, childcare and schools reopen under guidance from the Illinois Department of Public Health. Face coverings and social distancing are the norm.

Phase 5 – Illinois Restored: With a vaccine or highly effective treatment widely available or the elimination of any new cases over a sustained period, the economy fully reopens with safety precautions continuing. Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures in place reflecting the lessons learned during the COVID-19 pandemic.

The Forest Preserve District's Plan for Reopening

The following Kendall County Forest Preserve District Reopening Plan is based on the Restore Illinois plan released by the Governor's office. Descriptions of each of the Governor's plan phases are duplicated directly from his Restore Illinois proposal. The Forest Preserve's proposed actions are based on the descriptions of those phases and other official guidance as it becomes available.

This is a living document and we expect it will be modified from time to time as we progress through recovery.

Phase 1: Rapid Spread

What this phase looks like.

COVID-19 is rapidly spreading. The number of COVID-19 positive patients in the hospital, in ICU beds, and on ventilators is increasing. The public health response relies on dramatic mitigation measures, like stay-at-home orders and social distancing, to slow the spread of the virus and prevent a surge that overwhelms the health care system. With a stay-at-home order in place, only essential businesses are in operation and activities outside of the home are limited to essentials, like grocery shopping.

What's open?

Gatherings: Essential gatherings, such as religious services, of 10 or fewer allowed; No non-essential gatherings of any size

Travel: Non-essential travel discouraged

Health care: Emergency procedures and COVID-19 care only

Education and childcare: Remote learning in P-12 schools and higher education; Childcare in groups of 10 or fewer for essential workers

Outdoor recreation: Walking, hiking and biking permitted; State parks closed

Businesses:

- Manufacturing: Essential manufacturing only
- "Non-essential" businesses: Employees of "non-essential" businesses are required to work from home except for Minimum Basic Operations
- Bars and restaurants: Open for delivery, pickup and drive-through only
- Entertainment: Closed
- Personal care services and health clubs: Closed
- Retail: Essential stores are open with strict restrictions; Non-essential stores are closed

How we move to the next phase.

Cases and Capacity:

- Slowing of new case growth
- Availability of surge capacity in adult medical and surgical beds, ICU beds, and ventilators

Testing:

- Ability to perform 10,000 tests per day statewide
- Testing available in region for any symptomatic health care workers and first responders

Phase 1: Forest Preserve Actions

Employees & Contractors

All employees are required to work from home. Employees engaged in critical business functions (Finance, IT, Human Resources) report to their worksites intermittently. Maintenance & Operations crews report on reduced schedules to address limited preserve maintenance and building checks.

Forest Preserves

Public Access Areas: Public access areas including parking lots remain open. Preserves and trails remain open. Pavilions, latrines and drinking fountains are closed.

Campsite and Bunkhouse Rentals: All existing permits are canceled through May 31, 2020. Permit reservations are still being processed.

Shelter Rentals: All existing permits are canceled through May 31, 2020. Permit reservations still being processed.

Visitor Facilities

Visitor Facilities: All visitor facilities are closed.

Meadowhawk Lodge and Ellis House and Equestrian Center Facility Rentals: All existing rental permits are canceled through May 31, 2020. Permit reservations are still being processed.

Programs

In-School Programs, Field Trips and Youth Group Programs:

- Field Trips are canceled. Environmental Education Program Manager works to communicate cancellations with schools and provides resources to help with e-learning.
- Public Programs and Community Outreach Programs are canceled. Select programs may be scheduled to proceed virtually on a case-by-case basis, such as wildflower hikes.
- In-School Programs are canceled. Permit reservations are unavailable for the remainder of spring 2020.

Volunteer Services

Volunteer Workdays: All workdays are canceled.

Phase 2: Flattening

What this phase looks like.

The rise in the rate of infection is beginning to slow and stabilize. Hospitalizations and ICU bed usage continue to increase but are flattening, and hospital capacity remains stable. Face coverings must always be worn when social distancing is not possible. Testing capacity increases and tracing programs are put in place to contain outbreaks and limit the spread.

What's open?

Gatherings: Essential gatherings, such as religious services, of 10 or fewer allowed; No non-essential gatherings

Travel: Non-essential travel discouraged

Health care: Emergency and COVID-19 care continue; Elective procedures allowed once IDPH criteria are met

Education and childcare: Remote learning in P-12 schools and higher education; Childcare in groups of 10 or fewer for essential workers

Outdoor recreation: Walking, hiking and biking permitted; Select state parks open; Boating and fishing permitted; Golf courses open; All with IDPH approved safety guidance

Businesses:

- Manufacturing: Essential manufacturing only
- "Non-essential" businesses: Employees of "non-essential" businesses are required to work from home except for Minimum Basic Operations
- Bars and restaurants: Open for delivery, pickup and drive-through only
- Personal care services and health clubs: Closed
- Retail: Essential stores are open with strict restrictions; Non-essential stores open for delivery and curbside pickup

How we move to the next phase.

Cases and Capacity: The determination of moving from Phase 2 to Phase 3 will be driven by the COVID-19 positivity rate in each region and measures of maintaining regional hospital surge capacity. This data will be tracked from the time a region enters Phase 2, onwards.

- At or under a 20 percent positivity rate and increasing no more than 10 percentage points over a 14-day period; AND
- No overall increase (i.e. stability or decrease) in hospital admissions for COVID-19 like illness for 28 days; AND
- Available surge capacity of at least 14 percent of ICU beds, medical and surgical beds, and ventilators

Testing: Testing available for all patients, health care workers, first responders, people with underlying conditions, and residents and staff in congregate living facilities

Tracing: Begin contact tracing and monitoring within 24 hours of diagnosis

Phase 2: Forest Preserve Actions

Employees & Contractors

All employees are required to work from home. Employees engaged in critical business functions (Finance, IT, Human Resources, Animal Care, Grounds Maintenance) report to their worksites intermittently. Maintenance & Operations crews increase reporting days to address additional maintenance. All employees must wear face coverings when social distancing cannot be maintained inside a facility, in work vehicles and outside in the field.

Forest Preserves

Public Access Areas: Parking lots and pavilions are open on regular schedules but may be closed temporarily to reinforce social distancing guidelines. Latrines and drinking fountains are closed. Social distancing signage installed.

Campsite and Bunkhouse Rentals: All existing camping permits are canceled through May 31, 2020. Permit reservations are still being processed.

Shelter Rentals: All existing picnic permits are canceled through May 31, 2020. Permit reservations are still being processed. No groups of more than 10 are allowed to congregate under the pavilions.

Visitor Facilities

Visitor Facilities: All visitor facilities are closed.

Meadowhawk Lodge and Ellis House and Equestrian Center Facility Rentals: All existing rental permits are canceled through May 31, 2020. Permit reservations are still being processed.

Events, Exhibitions & Programs

In-School Programs, Field Trips and Youth Group Programs:

- Field Trips are canceled.
- Public Programs and Community Outreach Programs are canceled. Select programs may be scheduled to proceed virtually on a case-by-case basis, such as wildflower hikes, story times, and e learning videos.
- In-School Programs are canceled.
- Ellis Equestrian Programs are canceled.

Volunteer Services

Volunteer Workdays: All workdays are canceled. Volunteer support for animal care and outdoor natural resources projects is permitted.

Phase 3: Recovery

What this phase looks like.

The rate of infection among those surveillance tested is stable or declining. COVID-19-related hospitalizations and ICU capacity remains stable or is decreasing. Face coverings in public continue to be required. Gatherings of 10 people or fewer for any reason can resume. Select industries can begin returning to workplaces with social distancing and sanitation practices in place. Retail establishments reopen with limited capacity, and select categories of personal care establishments can also begin to reopen with social distancing guidelines and personal protective equipment. Robust testing is available along with contact tracing to limit spread and closely monitor the trend of new cases.

What's open?

Gatherings: All gatherings of 10 people or fewer are allowed with this limit subject to change based on latest data & guidance

Travel: Travel should follow IDPH and CDC approved guidance

Health care: All health care providers are open with IDPH approved guidance

Education and childcare: Remote learning in P-12 schools and higher education; Limited childcare and summer programs open with IDPH approved guidance

Outdoor recreation: State parks open; Activities permitted in groups of 10 or fewer with social distancing

Businesses:

- Manufacturing: Non-essential manufacturing that can safely operate with social distancing can reopen with IDPH approved safety guidance
- "Non-essential" businesses: Employees of "non-essential" businesses allowed to return to work with IDPH approved safety guidance depending upon risk level, telework strongly encouraged wherever possible; Employers are encouraged to provide accommodations for COVID-19 vulnerable employees
- Bars and restaurants: Open for delivery, pickup and drive-through only
- Personal care services and health clubs: Barbershops and salons open with IDPH approved safety guidance; Health and fitness clubs can provide outdoor classes and one-on-one personal training with IDPH approved safety guidance
- Retail: Open with capacity limits and IDPH approved safety guidance; including face coverings

How we move to the next phase.

Cases and Capacity: The determination of moving from Phase 3 to Phase 4 will be driven by the COVID-19 positivity rate in each region and measures of maintaining regional hospital surge capacity. This data will be tracked from the time a region enters Phase 3, onwards.

- At or under a 20 percent positivity rate and increasing no more than 10 percentage points over a 14-day period; AND
- No overall increase (i.e. stability or decrease) in hospital admissions for COVID-19 like illness for 28 days; AND
- Available surge capacity of at least 14 percent of ICU beds, medical and surgical beds, and ventilators

Testing: Testing available in region regardless of symptoms or risk factors

Tracing: Begin contact tracing and monitoring within 24 hours of diagnosis for more than 90% of cases in region.

Phase 3: Forest Preserve Actions

Employees & Contractors

All employees return to work but telework is encouraged for those employees that can work from home. Accommodations are made for vulnerable employees and appropriate barriers are put in place at reception desks and workstation locations where social distancing cannot be maintained. All employees must wear face coverings per Kendall County Board directives when social distancing cannot be maintained inside a facility, in work vehicles and outside in the field.

Forest Preserves

Public Access Areas: Parking lots and pavilions are open on regular schedules but may be closed temporarily to reinforce social distancing guidelines. Latrines and drinking fountains are closed. Social distancing signage maintained.

Camping and Bunkhouse Rentals: All existing camping and bunkhouse permits are canceled unless the groups are under 10 people total. Permit reservations are still being processed.

Shelter Rentals: All existing rental permits are canceled unless the group is under 10 people. Permit reservations are still being processed. No groups of more than 10 are allowed to congregate under the pavilions.

Visitor Facilities

Visitor Facilities: All visitor facilities are closed to the public, but employees return to work, and programming resumes for all public education services within allowable limits.

Meadowhawk Lodge and Ellis House and Equestrian Center Facility Rentals: All existing rental permits are canceled. Permit reservations are still being processed.

Events, Exhibitions & Programs

In-School Programs, Field Trips and Youth Group Programs:

- Field Trips are canceled. Permit reservations are available for 2020-2021 school year.
- Public Programs and Community Outreach Programs are permitted for a maximum group size of 10 including Forest Preserve staff. All programming will take place outdoors with the exception of addressing weather emergencies and access to washrooms otherwise closed to the public.
- In-School Programs are canceled. Permit reservations are available for 2020-2021 school year.
- Ellis Equestrian Center program services resume within the permitted maximum group size.

Volunteer Services

Volunteer Workdays: Workdays are permitted with a maximum group size of 10 including Forest Preserve staff.

Phase 4: Revitalization

What this phase looks like.

There is a continued decline in the rate of infection in new COVID-19 cases. Hospitals have capacity and can quickly adapt for a surge of new cases in their communities. Additional measures can be carefully lifted allowing for schools and childcare programs to reopen with social distancing policies in place. Restaurants can open with limited capacity and following strict public health procedures, including personal protective equipment for employees. Gatherings of 50 people or fewer will be permitted. Testing is widely available, and tracing is commonplace.

What's open?

Gatherings: Gatherings of 50 people or fewer are allowed with this limit subject to change based on latest data and guidance

Travel: Travel should follow IDPH and CDC approved guidance

Health care: All health care providers are open

Education and childcare: P-12 schools, higher education, all summer programs, and childcare open with IDPH approved safety guidance

Outdoor recreation: All outdoor recreation allowed

Businesses:

- Manufacturing: All manufacturing open with IDPH approved safety guidance
- "Non-essential" businesses: All employees return to work with IDPH approved safety guidance; Employers encouraged to provide accommodations for COVID-19 vulnerable employees
- Bars and restaurants: Open with capacity limits and IDPH approved safety guidance
- Personal care services and health clubs: All barbershops, salons, spas and health and fitness clubs open with IDPH approved safety guidance
- Retail: Open with capacity limits and IDPH approved safety guidance

How we move to the next phase.

Post-Pandemic: Vaccine, effective and widely available treatment, or the elimination of new cases over a sustained period of time through herd immunity or other factors.

Phase 4: Forest Preserve Actions

Employees & Contractors

All employees return to work but telework is permitted with supervisory approval. Accommodations are made for vulnerable employees and appropriate barriers remain at reception desks and workstation locations where social distancing cannot be maintained. Contractors continue their work in the field with employee oversight. All employees must wear face coverings when social distancing cannot be maintained inside a facility, in work vehicles and outside in the field.

Forest Preserves

Public Access Areas: Parking lots, pavilions, latrines and drinking fountains are open. Social distancing signage maintained.

Campsite and Bunkhouse Rentals: Camping reservations are available for groups of 50 or less.

Shelter Rentals: Picnic permits are available for groups of 50 or less.

Visitor Facilities

Visitor Facilities: Visitor facilities are open but restricted by capacity limits.

Meadowhawk Lodge and Ellis House and Equestrian Center: Permit reservations are available with capacity limits.

Events, Exhibitions & Programs

In-School Programs, Field Trips and Youth Group Programs:

- Field Trip reservations are available. Activities altered or revised as necessary.
- Public Programs and Community Outreach Programs are permitted for a maximum group size of 50 including Forest Preserve staff.
- In-School Program reservations are available. Activities altered or revised as necessary.
- Ellis House and Equestrian Center programs are permitted within the maximum group size limitations.

Volunteer Services

Volunteer Workdays: Workdays are permitted with a maximum group size of 50 including Forest Preserve staff.

Phase 5: Illinois Restored

What this phase looks like.

Testing, tracing and treatment are widely available throughout the state. Either a vaccine is developed to prevent additional spread of COVID-19, a treatment option is readily available that ensures health care capacity is no longer a concern, or there are no new cases over a sustained period. All sectors of the economy re-open with new health and hygiene practices permanently in place. Large gatherings of all sizes can resume. Public health experts focus on lessons learned and building out the public health infrastructure needed to meet and overcome future challenges. Health care equity is made a priority to improve health outcomes and ensure vulnerable communities receive the quality care they deserve.

What's open?

- All sectors of the economy reopen with businesses, schools, and recreation resuming normal operations with new safety guidance and procedures.
- Conventions, festivals, and large events can take place.

Phase 5: Forest Preserve Actions

Employees & Contractors

All Employees return to work but telework is permitted with supervisory approval. Appropriate barriers remain at reception desks and workstation locations where social distancing cannot be maintained or is desired.

Forest Preserves

Public Access Areas: Parking lots, pavilions, latrines and drinking fountains are open. Social distancing signage is removed.

Camping: Camping reservations are available within normal operating limits.

Picnics: Picnic permits are available for groups within normal operating limits.

Special Use Permits: Special Use Permits are available for larger group functions within normal operating limits.

Visitor Facilities

Visitor Facilities: Visitor facilities are open. Normal capacity limits apply.

Meadowhawk Lodge and Ellis House and Equestrian Center Facility Rentals: Permit reservations are available and normal capacity limits apply.

Events, Exhibitions & Programs

In-School Programs, Field Trips and Youth Group Programs:

- Field Trip reservations are available. Programs presented as normal pre-pandemic with appropriate modifications as recommended by health officials.
- Public Programs and Community Outreach Programs are scheduled as normal.
- In-School Program reservations are available. Programs presented as normal pre-pandemic with appropriate modifications as recommended by health officials.
- Ellis House and Equestrian Center reservations are available. Programs and rental functions scheduled as normal pre-pandemic with appropriate modifications as recommended by health officials.

Volunteer Services

Volunteer Workdays: Workdays are scheduled and managed as normal pre-pandemic with appropriate modifications as recommended by health officials.

TO: KENDALL COUNTY FOREST PRESERVE DISTRICT BOARD OF COMMISSIONERS

FROM: REBECCA ANTRIM – HUMAN RESOURCES, ACCOUNTING AND PRESERVE RESERVATIONS MANAGER

SUBJECT: DISTRICT RENTALS, REFUNDS AND EXPENSES – COVID-19

DATE: JUNE 1, 2020

During March thru May, I have been working with clients regarding the impact the COVID-19 pandemic has on their reservations with the District.

We have issued rental refunds for a total of \$4,165.00, as of May 29, 2020 for reservations that were scheduled during the Stay-at-home order from March 20, 2020 thru May 31, 2020. Additional refunds were requested by clients with reservations during the months of June, July, and August for 2020 due to the COVID 19 pandemic. They indicated after speaking with family members, that this summer would not work for a large gathering. The Yorkville Fury Baseball agreement for \$2,135.00 (includes portable restroom charges) was not received this year, so the total amount of reservation losses would be \$6,200.00. This total also includes Ellis Equestrian Center reservations to date that have been cancelled.

There are approximately twelve (12) clients that decided to reschedule for another date in 2020. Most dates were scheduled for either July or August 2020. Clients were informed of the capacity limitations that may exist during this time frame.

There were twelve (12) clients that requested to move their event date to 2021 due to the uncertainty of the Stay-at-home order and other guidelines. They requested that the security deposit and/or full rental fee already paid be moved forward with their reservation, so no refund was needed.

An additional fifteen (15) clients cancelled their reservations and did not reschedule their event at this time. They are waiting to see how long the capacity limitations will last before they decide on a new date. Most of them indicated they were looking for Fall dates. There were no refunds needed for some of these reservations because either the rental fees had been waived (KCHSA or 4-H events) or we had not yet received payment.

The Natural Beginnings program was cancelled for the last three month's session and the last quarterly payment was refunded, for a total of \$9,656.50.

For the Education Department's Public Programs and Spring Break Camp, refunds totaling \$ 2,402.00 were completed. Per several client requests, a credit

was placed on their account in Rec Pro for future registrations for public programs, so no refunds were needed.

In order to keep our staff and public safe during this time, supplies have been bought such as; gloves, face masks, disinfectant wipes and other cleaning supplies. Total expenses as of May 29, 2020 are \$2,422.34.

I continue to communicate with clients and keep them up to date on our guidelines for their future reservations. They are happy that we are willing to work with them on their reservations and hope to be able to proceed with their reservation at our facilities. I have completed two (2) new reservations for the Meadowhawk Lodge; a wedding event for October 3, 2020 and an anniversary party for May 2021.

I will continue to update the attached reservation spreadsheet as we work through this period.

Rebecca Antrim

Human Resources, Accounting and Preserve Reservation Manager

June 1, 2020

Vendor Name	Credit Card	Invoice	Voucher Run Date	Supplies	Amount
Amazon	D Guritz		5/15/2020	Gloves	\$15.99
Amazon	E Dombrowski		5/15/2020	Gloves	\$13.97
Amazon	M Vick		5/15/2020	Towels	\$15.99
Amazon	D Guritz		4/15/2020	Gloves	\$445.02
CVS Pharmacy	E Dombrowski		4/15/2020	Lysol Spray	\$17.47
Etsy	D Guritz		5/15/2020	Masks	\$138.12
Etsy	D Guritz		5/15/2020	Masks (clip ear savers)	\$21.16
Jewel Osco	S Wiencke		4/15/2020	Cleaning Supplies	\$27.44
Menards		82353	5/15/2020	Sanitizer	\$24.35
Menards		80708	4/28/2020	Gloves	\$2.97
Menards		80653	4/28/2020	Sanitizer	\$15.98
Menards		81526	4/28/2020	Gloves	\$5.94
Menards		80078	4/28/2020	Clorox Bleach, Refill, Gell	\$22.68
Menards		79101	4/15/2020	Pledge Anti-Bacterial	\$17.80
Menards		79408	4/15/2020	Gloves, Bleach, Sponges	\$31.13
Menards		79887	4/15/2020	Disinfectant	\$14.97

Menards	80366	4/15/2020	Nutra Max Disinfectant	\$44.97
Menards	78217	3/31/2020	Disinfectant	\$116.85
Menards	83582	5/26/2020	Lysol Spray	\$6.98
Menards	83269	5/26/2020	Gloves	\$8.97
Northern Safety	903886058	4/15/2020	Gloves	\$88.83
Northern Safety	903965886	5/26/2020	Gloves	\$89.33
Radwell International	M Vick	5/15/2020	Masks	\$164.85
Rural King	John Deere Financi	4/15/2020	Soap	\$44.97
Sew Infinity	D Guritz	5/15/2020	Masks	\$600.00
Summer Fashion Store	D Guritz	4/15/2020	Masks	\$285.39
Unique Products	391607	5/26/2020	Lysol Spray, Pine Sol	\$140.22
				\$2,422.34

CLIENT	FACILITY RENTED	EVENT RESCHEDULED DATE	REFUND	OTHER	Potential Refund - Due to Capacity Limitations
Baker, J	Blazing Star		\$540.00		
Bauer, K	Meadowhawk	July 31, 2020		New Event Date New Event Date Paid in Full 2019	\$1,950.00
Behrens, G	Shelters 1 and 4	June 13, 2021			
Chacon, D	Meadowhawk, Bunkhouses	August 28-30, 2020		New Event Date	\$1,457.50
Collins, L (KCHSA)	Shelters, Horse Arena			May and June Events cancelled	
Darche, A	Kingfisher		\$100.00		
Doles, L	Kingfisher		\$100.00		
Doolin, B	Bunkhouses, Group Sites	March 19-21, 2021		New Event Date Paid in Full 2020 New Event Date Security Deposit Paid - 2020	
Engelhardt, A	Meadowhawk	August 7, 2021			
Erwin, L	Group Site A		\$135.00	New Event Date Paid in Full 2019	
Fairless, J	Shelter 4	June 27, 2021		No refund needed (security deposit check shredded)	
Fiala, L	Moonseed			Payment not received; no refund needed	
Finley, S	Shelter 2				
Freeland, K	Meadowhawk		\$517.50	New Event Date Paid in Full 2019	
Gates, S	Shelters 1 and 4	June 6, 2021			
Goodspeed, J	Meadowhawk		\$232.50		
Gotte, K (KC Emerg)	Jay Woods			e-mailed 5/20 - cancelled	
Haggard, G (Lighthouse)	Shelter 1			Payment not received; no refund needed	
Hantak, J	Group Site C			e-mailed 3/16 (waiting to reschedule) New Event Date Paid in Full 2020	\$110.00
Hester, J	Shelters 1 and 4	May 16, 2021		New Event Date (security deposit paid 2020) New Event Date Security Deposit Paid - 2020	
Holcomb, D	Blazing Star, Moonseed	July 16-18, 2021		Payment not received; no refund needed (security deposit check shredded)	
Holm, K	Meadowhawk	June 26, 2021		New Event Date Paid in Full 2020	
Ingemunson, B	Blazing Star, Kingfisher				
Johnson, A	Shelter 2	May 22, 2021			

Karales, B (KC Justice)	Meadowhawk	September 25-26, 2020				
Kermeen, D	Meadowhawk	August 23, 2020			Sec Deposit Paid - 2020 - Need Rental Fee	New Event Date New Event Date \$427.50
Kinley, C	Kingfisher (Scout Outing)	November 6-8, 2020				New Event Date Paid in Full 2020
Kinley, C	Kingfisher (Women's Retreat)					No payments received
Lee, J	Meadowhawk		\$232.50			
Lunsford, K	Ellis		\$100.00			
Montrose, A	Group Site C		\$90.00			
Morris, P	Shelter		\$50.00			
Mueller, B	Blazing Star, Site B	October 10-11, 2020				New Event Date Paid in Full 2020
Myers, L	Kingfisher		\$100.00			
Nelson, N	Jay Woods	June 26, 2021				New Event Date Paid in Full 2020
Nieves, J	Shelter	August 8, 2020				New Event Date Need Rental Fee & Sec Dep balance \$425.00
Offutt, E	Blazing Star, Sites A, B, C	August 21-23, 2020				New Event Date Sec Deposit Paid - 2020 - Need Rental Fee \$1,220.00
Olsen, B	Meadowhawk					e-mailed 3/16 (waiting to reschedule)
Olson, J	Kingfisher					e-mailed 3/16 (waiting to reschedule)
Patel, S	Meadowhawk, Bunkhouses	July 2-11, 2021				New Event Date Security Deposit Paid - 2019
Peterson, F	Kingfisher, Site C		\$620.00			e-mailed 5/26, left msg 5/27
Phillips, C (Sheriff Dept)	Meadowhawk					cancelled 5/4/20 - No rescheduling at this time
Pierson, K	Shelter 1 and 4		\$100.00			
Piton, U	Shelter 7		\$50.00			
Purnell, T	Moonseed	June 11-13, 2021				New Event Date Security Deposit Paid - 2020
Reyes, E	Moonseed	October 16-18, 2020				New Event Date Sec Deposit Paid - 2020
Seibel, C	Shelter 4		\$50.00			
Severson, C	Shelters 1 and 4		\$150.00			Refund sent to: S Brue New Event Date
Siegel, C	Moonseed	August 8-9, 2020				Paid in Full 2019 \$295.00

Smith, D	Shelters 1 and 4	July 25 2020						New Event Date Paid in Full 2020 \$125.00
Torok, L	Meadowhawk	August 7, 2020						New Event Date Paid in Full 2020 \$547.50
Ward, N	Meadowhawk					\$457.50		
Wyss, L	Moonseed					\$440.00		
Young, L	Meadowhawk							
Yorkville Fury	Hoover Ballfield & Portable Restrooms					\$2,135.00		
						\$6,200.00		\$6,557.50

No refund needed (security deposit check shredded)

Client Name	Program Refunded	Amount Refunded
Babson, B	Natural Beginnings	\$395.00
Beringer, K	Natural Beginnings	\$470.00
Bruenig, J	Natural Beginnings	\$395.00
Central Elementary	Field Trip	\$700.00
Chatman, J	Natural Beginnings	\$30.00
Collins, J	Natural Beginnings	\$395.00
Conover, M	Public Program	\$8.00
Crackel, C	Natural Beginnings	\$395.00
Elmwood Elementary	Field Trip	\$345.00
Evans, S	Natural Beginnings	\$395.00
Forge, R	Public Program	\$336.00
French, E	Public Program	\$40.00
Galindo, A	Spring Camp	\$110.00
Gellatly, C	Public Program	\$15.00
Hillgoth, K	Natural Beginnings	\$431.50
Houle, A	Natural Beginnings	\$470.00
Kane, C	Natural Beginnings	\$395.00
Kolarik, M	Natural Beginnings	\$470.00
Krantz, D	Natural Beginnings	\$470.00
Lincoln Elementary	Field Trip	\$732.00
Liss, J	Natural Beginnings	\$395.00
Newark Grade School	Field Trip	\$77.00
Otto-Classen, A	Natural Beginnings	\$470.00
Peterson, R	Public Program	\$5.00
Roach, S	Natural Beginnings	\$470.00
Roach, S	Natural Beginnings	\$470.00
Roy, B	Natural Beginnings	\$470.00
Schienbaum, A	Natural Beginnings	\$470.00
Schorsch, A	Natural Beginnings	\$470.00
Schwartz, C	Natural Beginnings	\$395.00
Shaw, J	Natural Beginnings	\$470.00
Sterioti, K	Natural Beginnings	\$470.00
Swanson, K	Public Program	\$5.00
Trembley, M	Public Program	\$5.00
Vowels, A	Public Program	\$24.00
Weber, J	Natural Beginnings	\$395.00
		\$12,058.50

Program	Revenue not brought in due to COVID-19	Refunds Given
Teeth		\$ 345.00
Bug Fest	\$ 119.00	
Native American		\$ 732.00
Zoochory	\$ 637.00	
Native American	\$ 294.00	
Ecology	\$ 756.00	
Biomimicry	\$ 306.00	
Bug Fest	\$ 560.00	
Bug Fest	\$ 595.00	
Biomimicry	\$ 324.00	
Native American	\$ 360.00	
Bug Fest	\$ 805.00	
Bug Fest	\$ 560.00	
Bug Fest	\$ 455.00	
Zoochory		\$ 700.00
Bug Fest		\$ 77.00
Teeth	\$ 360.00	
Bug Fest	\$ 609.00	
Zoochory	\$ 119.00	
Bug Fest	\$ 700.00	
Biomimicry	\$ 360.00	
Ecology	\$ 735.00	
Bird Beaks	\$ 720.00	
Zoochory	\$ 875.00	
	\$ 10,249.00	\$ 1,854.00

Total= \$12,103

Kendall County Forest Preserve
June 2020 thru November 2020 Reservations

HOOVER RESERVATIONS

Meadowhawk	Burian	July	\$190.00	Paid in May
Meadowhawk	Bauer	July	\$1,300.00	Paid in March
Meadowhawk	Torok	August	\$365.00	Paid in April
Meadowhawk	Nieves	August	\$350.00	Payment due July
Bunkhouse	Siegel	August	\$195.00	Paid in December
Bunkhouse, Camp Sites	Offutt	August	\$1,120.00	Payment due July
Bunkhouses	Nguyen	August	\$945.00	Payment due July
Meadowhawk	Kermeen	August	\$285.00	Payment due July
Entire Facility	Yorkville X-Ctry	August	\$397.00	Payment due July
Bunkhouses	Chacon	August	\$680.00	Payment due July
Meadowhawk	Chacon	August	\$400.00	Payment due July
Meadowhawk	Karales	September	\$0.00	Fee waived
Meadowhawk	Windle	October	\$1,800.00	Payment due August
Meadowhawk	Pilmer	October	\$0.00	Fee waived
Bunkhouse, Camp Site	Mueller	October	\$340.00	Payment due August
Bunkhouse	Reyes	October	\$460.00	Payment due August
Meadowhawk	Patel	October	\$500.00	Payment due August
Bunkhouses	Patel	October	\$690.00	Payment due August
Bunkhouse	Kinley	November	\$340.00	Paid in May
Bunkhouse	Schmitt	November	\$460.00	Paid in January
			\$10,817.00	

CLIENT	FACILITY RENTED	EVENT RESCHEDULED DATE	REFUND	OTHER	Potential Refund - Due to Capacity Limitations
Baker, J	Blazing Star		\$540.00		
Bauer, K	Meadowhawk	July 31, 2020		New Event Date New Event Date Paid in Full 2019	\$1,950.00
Behrens, G	Shelters 1 and 4	June 13, 2021			
Chacon, D	Meadowhawk, Bunkhouses	August 28-30, 2020		New Event Date	\$1,457.50
Clark, A	Ellis		\$2,000.00		
Collins, L (KCHSA)	Shelters, Horse Arena			May and June Events cancelled	
Darche, A	Kingfisher		\$100.00		
Doles, L	Kingfisher		\$100.00		
Doolin, B	Bunkhouses, Group Sites	March 19-21, 2021		New Event Date Paid in Full 2020	
Engelhardt, A	Meadowhawk	August 7, 2021		New Event Date New Event Date Security Deposit Paid - 2020	
Erwin, L	Group Site A		\$135.00	New Event Date Paid in Full 2019	
Fairless, J	Shelter 4	June 27, 2021		No refund needed (security deposit check shredded)	
Fiala, L	Moonseed			Payment not received; no refund needed	
Finley, S	Shelter 2				
Freeland, K	Meadowhawk		\$517.50	New Event Date Paid in Full 2019	
Gates, S	Shelters 1 and 4	June 6, 2021			
Goodspeed, J	Meadowhawk		\$232.50		
Gotte, K (KC Emerg)	Jay Woods			e-mailed 5/20 - cancelled	
Haggard, G (Lighthouse)	Shelter 1			Payment not received; no refund needed	
Hantak, J	Group Site C			e-mailed 3/16 (waiting to reschedule) New Event Date Paid in Full 2020	\$110.00
Hester, J	Shelters 1 and 4	May 16, 2021			
Holcomb, D	Blazing Star, Moonseed	July 16-18, 2021		New Event Date (security deposit paid 2020) New Event Date	
Holm, K	Meadowhawk	June 26, 2021		Security Deposit Paid - 2020 Payment not received; no refund needed (security deposit check shredded)	
Ingemunson, B	Blazing Star, Kingfisher				

Johnson, A	Shelter 2	May 22, 2021		New Event Date Paid in Full 2020	
Karales, B (KC Justice)	Meadowhawk	September 25-26, 2020		New Event Date New Event Date	
Kermeen, D	Meadowhawk	August 23, 2020		Sec Deposit Paid - 2020 - Need Rental Fee New Event Date Paid in Full 2020	\$427.50
Kinley, C	Kingfisher (Scout Outing)	November 6-8, 2020		e-mailed 3/16 (waiting to reschedule)	No payments received
Kinley, C	Kingfisher (Women's Retreat)				
Korpalski, S	Ellis		\$100.00		
Lee, J	Meadowhawk		\$232.50		
Lunsford, K	Ellis		\$100.00		
Montrose, A	Group Site C		\$90.00		
Morris, P	Shelter		\$50.00		
Mueller, B	Blazing Star, Site B	October 10-11, 2020		New Event Date Paid in Full 2020	
Myers, L	Kingfisher		\$100.00		
Nelson, N	Jay Woods	June 26, 2021		New Event Date Paid in Full 2020	
Nieves, J	Shelter	August 8, 2020		New Event Date Need Rental Fee & Sec Dep balance New Event Date	\$425.00
Offutt, E	Blazing Star, Sites A, B, C	August 21-23, 2020		Sec Deposit Paid - 2020 - Need Rental Fee	\$1,220.00
Olsen, B	Meadowhawk			e-mailed 3/16 (waiting to reschedule)	
Olson, J	Kingfisher			e-mailed 3/16 (waiting to reschedule)	
Patel, S	Meadowhawk, Bunkhouses	July 2-11, 2021		New Event Date Security Deposit Paid - 2019	
Peterson, F	Kingfisher, Site C		\$620.00	e-mailed 5/26, left msg 5/27	
Phillips, C (Sheriff Dept)	Meadowhawk			cancelled 5/4/20 - No rescheduling at this time	
Pierson, K	Shelter 1 and 4		\$100.00		
Piton, U	Shelter 7		\$50.00		
Purnell, T	Moonseed	June 11-13, 2021		New Event Date Security Deposit Paid - 2020 New Event Date	
Reyes, E	Moonseed	October 16-18, 2020		Sec Deposit Paid - 2020	
Seibel, C	Shelter 4		\$50.00		

Severson, C	Shelters 1 and 4		\$150.00	Refund sent to: S Brue New Event Date
Siegel, C	Moonseed	August 8-9, 2020		Paid in Full 2019 \$295.00
Smith, D	Shelters 1 and 4	July 25 2020		Paid in Full 2020 \$125.00
Torok, L	Meadowhawk	August 7, 2020		New Event Date Paid in Full 2020 \$547.50
Ward, N	Meadowhawk		\$457.50	
Wyss, L	Moonseed		\$440.00	
Young, L	Meadowhawk			No refund needed (security deposit check shredded)
Yorkville Fury	Hoover Ballfield & Portable Restrooms		\$2,135.00	
			\$8,300.00	
				\$6,557.50

Yorkville Fury – Field Maintenance / Practice Guidelines

- Field Maintenance – following COVID guidelines
 - Extract weeds
 - Playing field
 - Dugouts
 - Warning track
 - Edge playing field
 - Reset field base pegs if needed
 - Clean maintenance shed
 - Install yellow fence top

- Practice Guidelines
 - There is no need for sharing of equipment. Each player has their own equipment that they are solely responsible for
 - Participants (*Phase III guidelines 10 or less*)
 - 3-4 coaches max
 - 6-7 players max
 - Players/Coaches maintain 6 foot distance per COVID guidelines
 - No parents allowed to attend on field. Must wait in car or drop off and pickup
 - Practice may include
 - Batting
 - Fly ball
 - Long toss
 - Pitching
 - Infield