

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

**TUESDAY, JUNE 9, 2020  
4:30 P.M.**

**KENDALL COUNTY BOARD ROOM**

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Public Comments
- V. Executive Director's Report
- VI. Review of Preliminary Financial Statements and Cost Center Reports for the Period Ending May 31, 2020
- VII. Motion to Forward Claims to Commission

**OLD BUSINESS**

No items posted for consideration

**NEW BUSINESS**

- VIII. Motion to Forward the Draft Land Parcel Donation Agreement between the Kendall County Highway Department and Kendall County Forest Preserve District per IDOT-IDNR Tree Mitigation Requirements for the Eldamain Road Phase I and II Projects
- IX. FY19 Auditor Management Recommendations Progress and Draft Policy Credit Card Transactions
  - 2019-02 Credit Card Transactions and Employee Reimbursement Policy
  - 2019-03 Policies and Procedures
  - 2019-04 Program Completeness (Ellis)
- X. Executive Session
- XI. Summary of Action Items
- XII. Other Items of Business
  - Capital Project Updates
    - Pickerill-Pigott Forest Preserve Phase I OSLAD Development Project
    - Millbrook Bridge Removal Project
    - Grant Proposal Status Updates (2018 RTP (Fox River Bluffs); DCEO Fast Track (Pickerill Estate House); IDNR-PARC (Pickerill Estate House); USFS – The Morton Arboretum Landscape Scale Restoration (Oak Ecosystem Recovery)
    - Hoover Designated Trails Welcome Center and Nature Play Space
- XIII. Public Comments
- XIV. Adjournment

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To: Kendall County Forest Preserve District – Committee of the Whole

From: David Guritz, Director

RE: May 2020 Director's Report

Date: June 9, 2020

### **Priority Project Updates**

#### **Preserve Improvement Grants**

The District should receive notification on status of award of a 2020 ComEd-Openlands Green Region program grant request in June. \$10,000.00 was requested matched by \$10,000.00 of IDNR-Habitat Grant funding for enhancement of RPBB habitat at Hoover and Fox River Bluffs Forest Preserves.

The District's 2018 RTP grant award is still pending. The IDNR is not able to provide a timeframe for when the District should expect a grant agreement from this program. The IDNR is waiting on the FHA to finalize the 2018 RTP grant for Fox River Bluffs.

The District's DCEO-Fast Track grant proposal is under review, with notification on status of award anticipated by mid- to late June.

The District's IDNR-PARC grant proposal is under review, with notification on status of award anticipated in mid-July.

#### **Shuh-Shuh-Gah Canoe Launch Damage**

The insurance company representing the vehicle that damaged District property was unresponsive. ICRMT has been contacted for assistance with processing the claim, which included damage to the main entry gate and support column(s) and split rail fencing.

#### **2020 Farm License Agreements**

2020 Farm License Agreement base rent payments have been received from Mark and Tom Mathre (Millbrook N & S; Millington), and Tom Anderson (Little Rock Creek). The District has reminded Kyle Connell (Baker Woods and Aux Sable Springs) and Jr. Collins (Henneberry) that base rent is now due.

#### **2020 Project Updates**

Construction at Pickerill-Pigott Forest Preserve is presently underway. The District is working on completing the Hobbit Tunnel project, with plans to open the amenity in Phase IV of the Restore Illinois program.

#### **COVID-19 Budget Impacts**

The District will be turning attention to FY20 budget impacts and projections from COVID-19 program and facility rental calculations. District staff have been informed to spend on essential items only for the remainder of the fiscal year. The Finance Committee will examine the shortfall and opportunities for closing the deficit gap this year, and creative approaches to balance the FY21 budget.

Fox River Bluffs Tree & RPBB Mitigation Projects

Tree installation was completed in late April. Since this time, the trees have leafed out and are looking good. Early-emergence prairie species have been noted, and the spring oats cover crop looks great. The floristic quality survey has documented the presence of two native Plants of Concern species. The District is collecting the spatial data for these populations. The District is exploring a potential partnership to sell carbon credits for the planted stock. City Forest Credits is working on calculations for metric tons of carbon that will be sequestered over the next 25-years. The credits (voluntary purchases) may be purchased by brokers for approximately \$25 per metric ton.

Respectfully submitted,

David Guritz

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	%
<b>Beginning Balance</b>	\$ 341,881	\$ 341,881		\$ 344,356	\$ 344,356	
<b>Revenue</b>						
Revenue - Administration	723,132	89,176	12.3%	757,104	158,265	20.9%
Revenue - Ellis House & Equestrian Center	128,487	41,617	32.4%	143,200	57,143	39.9%
Revenue - Hoover FP	81,250	21,244	26.1%	75,025	50,741	67.6%
Revenue - Env. Education	194,100	49,547	25.5%	162,930	82,106	50.4%
Revenue - Natural Area Volunteers	-	-		500	-	
Revenue - Grounds & Natural Resources	27,500	1,700	6.2%	11,200	3,018	26.9%
Revenue - Pickerill Pigott FP	10,956	5,588		9,400	-	
<b>Total Revenue</b>	<b>1,165,425</b>	<b>208,870</b>	<b>17.9%</b>	<b>1,759,359</b>	<b>351,273</b>	<b>30.3%</b>
<b>Expenditure</b>						
Expenditure - Administration	340,456	200,214	58.8%	314,970	121,968	38.7%
Expenditure - Ellis House & Equestrian Center	151,988	66,793	43.9%	180,381	93,081	51.6%
Expenditure - Hoover FP	230,738	107,230	46.5%	186,896	90,331	48.3%
Expenditure - Env. Education	167,117	91,006	54.5%	150,618	73,910	49.1%
Expenditure - Natural Area Volunteers	500	-	0.0%	500	601	120.2%
Expenditure - Grounds & Natural Resources	268,282	141,291	52.7%	298,040	129,890	43.6%
Expenditure - Pickerill Pigott FP	5,500	6,405	116.5%	17,817	4,155	23.3%
<b>Total Expenditure</b>	<b>1,164,561</b>	<b>612,939</b>	<b>52.6%</b>	<b>1,749,222</b>	<b>513,935</b>	<b>44.7%</b>
<b>ENDING BAL</b>	\$ 342,725	\$ (62,189)		\$ 354,493	\$ 181,694	
<b>Surplus/(Deficit)</b>	\$ 844	\$ (404,069)		\$ 10,137	\$ (162,662)	
					\$ 99,004	19%
					\$ (243,682)	-134.2%
					\$ (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
<b>Beginning Balance</b>	\$ 341,881	\$ 341,881	\$ 344,958	\$ 344,356	\$ (2,475)	
<b>Revenue</b>						
Property Tax	615,000	-	595,374	53,386	-53,386	9.0%
Interest Income	1,700	369	700	784	-385	-49%
Other Income	14,500	620	7,500	-	620	0.0%
Donations	2,000	830	4,600	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	87,278	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%
<b>Total Revenue</b>	<b>1,165,425</b>	<b>208,870</b>	<b>1,189,359</b>	<b>351,273</b>	<b>(142,402)</b>	<b>-41%</b>
<b>Expenditure</b>						
Personnel	685,421	329,945	672,046	318,007	11,938	4%
Benefits	261,560	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%
<b>Total Expenditure</b>	<b>1,164,581</b>	<b>612,939</b>	<b>1,149,222</b>	<b>513,935</b>	<b>98,004</b>	<b>19%</b>
<b>ENDING BAL</b>	<b>\$ 342,725</b>	<b>\$ (62,169)</b>	<b>\$ 354,493</b>	<b>\$ 181,694</b>	<b>\$ (243,982)</b>	<b>-134.2%</b>
<b>Surplus/(Deficit)</b>	<b>\$ 844</b>	<b>\$ (404,069)</b>	<b>\$ 10,137</b>	<b>\$ (162,662)</b>	<b>\$ (241,406)</b>	



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
<b>Revenue</b>						
Donations	200	-	500	103	-103	20.5%
Security Deposit	600	5,300	10,600	4,355	945	41.1%
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	127,687	36,317	132,100	52,686	-16,389	-31%
<b>Total Revenue</b>	<b>128,487</b>	<b>41,617</b>	<b>143,200</b>	<b>57,143</b>	<b>(15,527)</b>	<b>-27%</b>
<b>Expenditure</b>						
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%
<b>Total Expenditure</b>	<b>151,988</b>	<b>66,793</b>	<b>180,381</b>	<b>93,081</b>	<b>(26,266)</b>	<b>-26%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (23,501)</b>	<b>\$ (25,176)</b>	<b>\$ (37,181)</b>	<b>\$ (35,938)</b>		

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
78.1%		-		-		
20.0%	64,260	17,974	60,025	39,946	-21,972	-55%
	17,000	3,270	15,000	10,795	-7,526	-70%
100.0%	<b>81,260</b>	<b>21,244</b>	<b>75,025</b>	<b>50,741</b>	<b>(29,487)</b>	<b>-58%</b>
63.3%	122,869	60,861	99,950	47,923	12,938	27%
20.0%	48,089	12,458	28,846	11,190	1,286	11%
		-		-		
20.3%	46,800	28,333	45,100	24,868	3,467	14%
5.6%	13,000	5,581	13,000	6,353	-772	-12%
100.0%	<b>230,738</b>	<b>107,230</b>	<b>186,896</b>	<b>90,331</b>	<b>16,899</b>	<b>19%</b>
		<b>\$ (149,488) \$ (85,987)</b>		<b>\$ (111,871) \$ (39,591)</b>		



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
		830	2,500	300	530	177%
0.4%						
	193,300	48,717	157,430	81,806	-33,089	-40%
99.8%						
100.0%	194,100	49,547	159,930	82,106	(32,559)	-40%
	140,936	67,281	126,927	63,608	3,674	6%
64.3%						
11.2%	18,731	9,802	15,791	7,622	2,180	29%
4.8%	7,450	2,334	7,900	2,681	-346	-13%
		11,589			11,589	
100.0%	167,117	91,006	150,618	73,910	17,096	23%
	\$ 26,983	\$ (41,460)	\$ 9,312	\$ 8,196		

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	-100.0%
	500	-	601	601	(601)	-100.0%
	\$ (500)	\$ -	\$ (601)	\$ (601)		

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

6 Month Budget Percent = 50.0%

**GROUNDS & NATURAL RESOURCES**

Revenue  
Other Income  
Donations  
Grants  
Credit Card Revenue  
Rental 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
	45.5%	12500	1000			
	1.8%	500	500	500	-500	100.0%
	36.4%	10,000	3,500	318	-318	9.1%
	18.2%	4,500	6,200	2,200	-500	-23%
	100.0%	27,500	10,200	3,018	(1,318)	-44%
	56.1%	147,821	173,848	76,822	-8,048	-11%
	21.5%	58,411	66,417	24,733	-748	-3%
	0.5%	18,250	17,250	7,111	1,164	16%
	3.7%	23,300	23,025	9,952	1,100	11%
	7.6%	20,500	17,500	11,471	17,933	156%
	100.0%	268,282	141,281	129,890	11,401	9%
		\$ (240,782)	\$ (287,840)	\$ (126,873)		
		\$ (139,591)				

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  
Security Deposit  
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	%
Revenue						
Donations	-	-		-	-	
Other Income	-	-		-	-	
Rental Revenue	10,956	5,588	100.0%	8,400	-	5,588
Security Deposit	-	-		1,000	-	5,588
Total Revenue	10,956	5,588	100.0%	9,400	-	5,588
Expenditure						
Personnel	-	-		10,400	-	
Employee Benefits	-	-		1,617	-	
Contractual	-	-		-	-	
Commodities	5,500	6,405	100.0%	5,800	4,155	2,250
Other	-	-		-	-	54%
Total Expenditure	5,500	6,405	100.0%	17,817	4,155	2,250
Surplus/(Deficit)	\$ 5,456	\$ (817)		\$ (8,417)	\$ (4,155)	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)

	Budget	YTD	%
	-	-	
	8,822	3,044	34.5%
	1,356	452	33.3%
	-	-	
	7,500	4,484	59.8%
	4,000	1,516	37.9%
	<b>21,678</b>	<b>9,485</b>	<b>43.8%</b>
	<b>\$ (21,678)</b>	<b>\$ (9,485)</b>	

40.7%  
8.3%  
  
84.6%  
18.5%  
100.0%

	Budget	YTD	%
	-	-	
	8,851	4,820	54.5%
	1,240	701	56.6%
	-	-	
	7,420	4,531	61.1%
	5,500	1,667	30.3%
	<b>23,011</b>	<b>11,720</b>	<b>50.9%</b>
	<b>\$ (23,011)</b>	<b>\$ (11,720)</b>	

	YTD Variance	
	\$ Change	% Change
	-	
	(1,776)	-37%
	(250)	-36%
	-	
	(48)	-1%
	(151)	-9%
	<b>(2,225)</b>	<b>-19%</b>

**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)

	Budget	YTD	%
	-	-	
	8,822	6,904	78.3%
	1,356	776	57.2%
	-	-	
	6,000	484	8.1%
	2,000	834	41.7%
	<b>18,178</b>	<b>8,988</b>	<b>49.5%</b>
	<b>\$ (18,178)</b>	<b>\$ (8,988)</b>	

48.5%  
7.5%  
  
33.0%  
11.0%  
100.0%

	Budget	YTD	%
	-	-	
	8,851	6,799	76.8%
	1,240	793	64.0%
	-	-	
	6,420	-	
	2,000	861	43.1%
	<b>18,511</b>	<b>8,453</b>	<b>45.7%</b>
	<b>\$ (18,511)</b>	<b>\$ (8,453)</b>	

	YTD Variance	
	\$ Change	% Change
	-	
	105	2%
	(17)	-2%
	-	
	484	
	(28)	-3%
	<b>544</b>	<b>6%</b>

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

6 Month Budget Percent = 50.0%

**ELLIS GROUNDS - 1102**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	
Security Deposit	-	-	-	-	-	
Credit Card Revenue	-	-	-	-	-	
Program Revenue	17,782	10,887	17,701	8,812	2,075	24%
Total Revenue	2,717	1,809	2,480	1,235	374	30%
Expenditure						
Personnel	-	-	-	-	-	
Employee Benefits	4,000	2,855	5,500	1,574	1,080	69%
Contractual	-	-	-	-	-	
Commodities	-	-	-	-	-	
Other	24,499	15,151	25,681	11,622	3,529	30%
Total Expenditure						
Surplus/(Deficit)	\$ (24,499)	\$ (15,151)	\$ (25,681)	\$ (11,622)		

**ELLIS CAMPS - 1103**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	
Security Deposit	-	-	-	-	-	
Credit Card Revenue	-	-	-	-	-	
Program Revenue	9,000	45	10,000	3,380	(3,345)	-89%
Total Revenue	9,000	45	10,000	3,380	(3,345)	-88%
Expenditure						
Personnel	4,604	251	4,604	490	(239)	-49%
Employee Benefits	400	36	400	38	(1)	-3%
Contractual	1,500	861	900	563	297	53%
Commodities	1,865	404	2,465	14	390	2720%
Other	-	-	-	-	-	
Total Expenditure	8,369	1,552	9,369	1,105	447	46%
Surplus/(Deficit)	\$ 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
<b>Revenue</b>						
Donations	200	-	500	103	-103	
Security Deposit	-	-	-	-		
Credit Card Revenue	-	-	-	-		
Program Revenue	50,000	18,350	36,000	20,551	-2,201	-11%
<b>Total Revenue</b>	<b>50,200</b>	<b>18,350</b>	<b>36,500</b>	<b>20,653</b>	<b>(2,304)</b>	<b>-11%</b>
<b>Expenditure</b>						
Personnel	27,000	9,766	25,414	15,861	-6,095	-39%
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	-328	-10%
Other	-	-	-	-		
<b>Total Expenditure</b>	<b>41,515</b>	<b>15,399</b>	<b>33,303</b>	<b>21,500</b>	<b>(6,101)</b>	<b>-28%</b>
<b>Surplus/(Deficit)</b>	<b>\$ 8,685</b>	<b>\$ 2,950</b>	<b>\$ 3,197</b>	<b>\$ (847)</b>		

**ELLIS BIRTHDAY PARTIES - 1165**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Revenue</b>						
Donations	-	-	-	-		
Security Deposit	-	-	-	-		
Credit Card Revenue	-	-	-	-		
Program Revenue	8,500	2,127	8,000	4,141	-2,014	-49%
<b>Total Revenue</b>	<b>8,500</b>	<b>2,127</b>	<b>8,000</b>	<b>4,141</b>	<b>(2,014)</b>	<b>-49%</b>
<b>Expenditure</b>						
Personnel	5,000	2,024	5,000	2,780	-756	-27%
Employee Benefits	700	288	500	323	-28	-8%
Contractual	1,500	840	900	969	-129	-13%
Commodities	1,800	189	2,050	627	-438	-70%
Other	-	-	-	-		
<b>Total Expenditure</b>	<b>9,000</b>	<b>3,350</b>	<b>8,450</b>	<b>4,699</b>	<b>(1,348)</b>	<b>-28%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (500)</b>	<b>\$ (1,223)</b>	<b>\$ (450)</b>	<b>\$ (558)</b>		

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
<b>Revenue</b>						
Donations	-	-	-	-	-	-
Security Deposit	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	5,500	770	5,000	1,784	(1,014)	-57%
<b>Total Revenue</b>	<b>5,500</b>	<b>770</b>	<b>5,000</b>	<b>1,784</b>	<b>(1,014)</b>	<b>-57%</b>
<b>Expenditure</b>						
Personnel	3,000	670	3,000	1,524	(854)	-56%
Employee Benefits	300	98	400	120	(22)	-18%
Contractual	-	-	-	-	-	-
Commodities	500	137	-	-	137	
Other	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>3,800</b>	<b>905</b>	<b>3,400</b>	<b>1,644</b>	<b>(738)</b>	<b>-45%</b>
<b>Surplus/(Deficit)</b>	<b>\$ 1,700</b>	<b>\$ (135)</b>	<b>\$ 1,600</b>	<b>\$ 140</b>		

**ELLIS SUNRISE CENTER - 1167**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Revenue</b>						
Donations	-	-	-	-	-	-
Security Deposit	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	24,600	11,875	24,600	11,700	175	1%
<b>Total Revenue</b>	<b>24,600</b>	<b>11,875</b>	<b>24,600</b>	<b>11,700</b>	<b>175</b>	<b>1%</b>
<b>Expenditure</b>						
Personnel	15,000	8,058	15,000	8,747	(688)	-8%
Employee Benefits	1,700	850	1,680	786	63	8%
Contractual	-	-	-	-	-	-
Commodities	1,200	930	4,500	614	316	
Other	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>17,900</b>	<b>9,838</b>	<b>21,180</b>	<b>10,147</b>	<b>(309)</b>	<b>-3%</b>
<b>Surplus/(Deficit)</b>	<b>\$ 6,700</b>	<b>\$ 2,037</b>	<b>\$ 3,410</b>	<b>\$ 1,553</b>		



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

6 Month Budget Percent = 50.0%

**ELLIS WEDDINGS - 1108**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Revenue</b>						
Donations	-	-	10,000	3,000		
Security Deposit	-	3,000				
Credit Card Revenue	-	-				
Program Revenue	2,000	2,000	40,000	6,325	-4,325	-66%
<b>Total Revenue</b>	<b>2,000</b>	<b>5,000</b>	<b>50,000</b>	<b>9,325</b>	<b>(4,325)</b>	<b>-46%</b>
<b>Expenditure</b>						
Personnel	500	810	13,015	4,230	-3,420	-81%
Employee Benefits	-	123	986	579	-456	-79%
Contractual	1,500	771	16,755	15,725	-14,953	-85%
Commodities	50	-	2,050	480	-490	-100%
Other	1,000	200	4,000	110	90	82%
<b>Total Expenditure</b>	<b>3,050</b>	<b>1,905</b>	<b>36,816</b>	<b>21,135</b>	<b>(19,220)</b>	<b>-91%</b>
<b>Surplus/(Deficit)</b>	<b>-\$1,050</b>	<b>\$ 3,095</b>	<b>\$13,184</b>	<b>\$ (11,810)</b>		

**ELLIS OTHER RENTALS - 1169**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Revenue</b>						
Donations	-	-	600	1,355	945	70%
Security Deposit	600	2,300				
Credit Card Revenue	-	-				
Program Revenue	4,500	900	4,500	3,840	-2,940	-77%
<b>Total Revenue</b>	<b>5,100</b>	<b>3,200</b>	<b>5,100</b>	<b>5,195</b>	<b>(1,965)</b>	<b>-38%</b>
<b>Expenditure</b>						
Personnel	2,275	-				
Employee Benefits	174	-				
Contractual	-	-				
Commodities	400	-				
Other	600	200	600	770	-570	-74%
<b>Total Expenditure</b>	<b>3,449</b>	<b>200</b>	<b>600</b>	<b>770</b>	<b>(570)</b>	<b>-74%</b>
<b>Surplus/(Deficit)</b>	<b>\$1,651</b>	<b>\$3,000</b>	<b>\$4,500</b>	<b>\$4,425</b>		

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

6 Month Budget Percent = 60.0%

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)	-74%
	100.0%				(705)	-74%
					-	
					-	
					-	
	550	69	550	69	(69)	
	100.0%				(69)	
					-	
	550	-	550	69	(69)	
	100.0%				(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	-	-	-	-		
<b>Total Revenue</b>	<b>5,250</b>	<b>1,750</b>	<b>5,250</b>	<b>1,500</b>	<b>250</b>	<b>17%</b>
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	24,868	3,467	14%
Other	13,000	5,581	13,000	6,353	-772	-12%
<b>Total Expenditure</b>	<b>145,269</b>	<b>71,196</b>	<b>122,524</b>	<b>60,720</b>	<b>10,476</b>	<b>17%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (140,019)</b>	<b>\$ (69,446)</b>	<b>\$ (117,274)</b>	<b>\$ (59,220)</b>		

**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	-	-	-	-		
<b>Total Revenue</b>	<b>41,000</b>	<b>11,750</b>	<b>39,525</b>	<b>28,218</b>	<b>(16,468)</b>	<b>-56%</b>
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	-	-	-	-		
<b>Total Expenditure</b>	<b>42,735</b>	<b>18,642</b>	<b>32,212</b>	<b>14,756</b>	<b>3,886</b>	<b>26%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (1,735)</b>	<b>\$ (6,892)</b>	<b>\$ 7,313</b>	<b>\$ 13,461</b>		

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
<b>Revenue</b>						
Donations	-	-	4,750	3,630	-3,070	-85%
Rental Revenue	6,000	580				
Security Deposit Revenue	-	-				
Credit Card Revenue	-	-				
<b>Total Revenue</b>	<b>6,000</b>	<b>580</b>	<b>4,750</b>	<b>3,630</b>	<b>(3,070)</b>	<b>-85%</b>
<b>Expenditure</b>						
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	-	-				
<b>Total Expenditure</b>	<b>21,367</b>	<b>8,695</b>	<b>16,053</b>	<b>7,384</b>	<b>1,311</b>	<b>18%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (15,367)</b>	<b>\$ (8,135)</b>	<b>\$ (11,303)</b>	<b>\$ (3,754)</b>		

**HOOVER MEADOWHAWK LODGE - 1174**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Revenue</b>						
Donations	-	-	16,500	9,698	-3,884	-40%
Rental Revenue	18,000	5,814	9,000	7,695	-6,328	-82%
Security Deposit Revenue	11,000	1,370				
Credit Card Revenue	-	-				
<b>Total Revenue</b>	<b>29,000</b>	<b>7,184</b>	<b>25,500</b>	<b>17,393</b>	<b>(10,210)</b>	<b>-59%</b>
<b>Expenditure</b>						
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	-	-				
<b>Total Expenditure</b>	<b>21,367</b>	<b>8,697</b>	<b>16,107</b>	<b>7,471</b>	<b>1,226</b>	<b>16%</b>
<b>Surplus/(Deficit)</b>	<b>\$ 7,633</b>	<b>\$ (1,513)</b>	<b>\$ 9,393</b>	<b>\$ 9,922</b>		

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	\$ Change	% Change
<b>Revenue</b>						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue	500	-	500	-		
<b>Total Revenue</b>	500	-	500	-		
<b>Expenditure</b>						
Personnel						
Employee Benefits						
Contractual		616			616	
Commodities						
Other						
<b>Total Expenditure</b>		616			616	
<b>Surplus/(Deficit)</b>	\$ 500	\$ (616)	\$ 500	\$ -		

**ENV. EDUCATION SCHOOL PROGRAMS - 1176**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Revenue</b>						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue	38,000	5,127	35,000	21,734	-16,807	-76%
<b>Total Revenue</b>	38,000	5,127	35,000	21,734	(16,807)	-76%
<b>Expenditure</b>						
Personnel	30,897	13,426	35,000	17,024	-3,599	-21%
Employee Benefits	4,400	1,988	4,339	2,040	-43	-2%
Contractual						
Commodities	700	17	1,000	285	-267	-94%
Other		1,854			1,854	
<b>Total Expenditure</b>	35,997	17,295	40,339	19,349	(2,054)	-11%
<b>Surplus/(Deficit)</b>	\$ 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
<b>Revenue</b>						
Donations	-	-				
Security Deposit						
Credit Card Revenue			33,000	18,260	-8,805	-48%
Program Revenue	32,000	9,455	33,000	18,260	(8,805)	-48%
<b>Total Revenue</b>	<b>32,000</b>	<b>9,455</b>	<b>33,000</b>	<b>18,260</b>		
100.0%						
100.0%						
<b>Expenditure</b>						
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	-	-	-	-		
<b>Total Expenditure</b>	<b>30,607</b>	<b>8,836</b>	<b>32,750</b>	<b>7,325</b>	<b>1,511</b>	<b>21%</b>
100.0%						
<b>Surplus/(Deficit)</b>	<b>\$ 1,393</b>	<b>\$ 619</b>	<b>\$ 250</b>	<b>\$ 10,935</b>		

**ENV. EDUCATION NATURAL BEGINNINGS - 1178**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Revenue</b>						
Donations	300	830	2,000	300	530	177%
Security Deposit						
Credit Card Revenue			88,430	38,245	-8,583	-17%
Program Revenue	115,800	31,652	88,430	38,545	(6,063)	-16%
<b>Total Revenue</b>	<b>116,100</b>	<b>32,482</b>	<b>88,430</b>	<b>38,545</b>		
99.2%						
100.0%						
<b>Expenditure</b>						
Personnel	74,031	42,379	53,475	34,639	7,741	22%
Employee Benefits	9,870	5,477	6,452	4,080	1,387	34%
Contractual	-	-	-	-		
Commodities	4,000	1,682	4,000	1,441	241	17%
Other	-	9,187	-	-	9,187	46%
<b>Total Expenditure</b>	<b>87,901</b>	<b>58,725</b>	<b>63,927</b>	<b>40,170</b>	<b>18,555</b>	<b>46%</b>
100.0%						
<b>Surplus/(Deficit)</b>	<b>\$ 28,199</b>	<b>\$ (26,243)</b>	<b>\$ 24,503</b>	<b>\$ (1,625)</b>		

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	7,600	2,483	6,000	3,567	-1,084	-30%
Program Revenue	7,600	2,483	6,000	3,567	(1,084)	-30%
<b>Total Revenue</b>						
100.0%						
100.0%						
Expenditure						
Personnel	6,662	1,458	6,200	3,436	-1,977	-58%
Employee Benefits	797	176	900	413	-237	-57%
Contractual	-	-	-	-		
Commodities	750	103	600	445	-342	-77%
Other	-	548	-	-	548	
<b>Total Expenditure</b>	8,239	2,286	9,700	4,294	(2,006)	-47%
100.0%						
<b>Surplus/(Deficit)</b>	\$ (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	-	-	-	-		
<b>Total Revenue</b>						
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	-	-	-	-		
<b>Total Expenditure</b>	4,373	2,603	3,902	1,040	1,563	150%
100.0%						
<b>Surplus/(Deficit)</b>	\$ (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 - 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	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%	(1,067)	-83%
	\$ -	\$ (646)	\$ (3,902)	\$ (1,733)		





VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
APPROVED UNPAID INVOICES TO BE POSTED								
50 00000 AMERICAN TIRE AN 3475	061520F			38.44	.00	.00		
CASH 000008 2020/07 INV 06/05/2020 SEP-CHK: Y DISC: .00								
ACCT 1Y210 DEPT 11 DUE 06/09/2020 DESC:F-150 ~ Electrical Testing					19001183 62160		38.44	1099:
90 00000 ATLAS BOBCAT BW0962	061520F			76.91	.00	.00		
CASH 000008 2020/07 INV 06/05/2020 SEP-CHK: Y DISC: .00								
ACCT 1Y210 DEPT 11 DUE 06/09/2020 DESC:Hoover Equip Repair					19001183 62160		76.91	1099:
124 00000 BARRETT'S ECOWAT 125-495	061520F			25.00	.00	.00		
CASH 000008 2020/07 INV 06/05/2020 SEP-CHK: Y DISC: .00								
ACCT 1Y210 DEPT 11 DUE 06/09/2020 DESC:Ellis ~ Water					19001160 68580		25.00	1099:
199 00000 BUSTED KNUCKLES 2779	061520F			825.00	.00	.00		
CASH 000008 2020/07 INV 06/05/2020 SEP-CHK: Y DISC: .00								
ACCT 1Y210 DEPT 11 DUE 06/09/2020 DESC:Pickerrill ~ Tree Removal					190711 68530		825.00	1099:7
236 00000 CENTRAL LIMESTON 21304	061520F			363.70	.00	.00		
CASH 000008 2020/07 INV 06/05/2020 SEP-CHK: Y DISC: .00								
ACCT 1Y210 DEPT 11 DUE 06/09/2020 DESC:Preserve Improvement - Hoover, Richard Young					19001183 68530		363.70	1099:
413 00000 DEKANE EQUIPMENT 1A71469	061520F			73.05	.00	.00		
CASH 000008 2020/07 INV 06/05/2020 SEP-CHK: Y DISC: .00								
ACCT 1Y210 DEPT 11 DUE 06/09/2020 DESC:Equipment - Wheel					19001183 62160		73.05	1099:
541 00000 FIRST NATIONAL B S Wiencke cc 5/20	061520F			99.19	.00	.00		
CASH 000008 2020/07 INV 06/05/2020 SEP-CHK: Y DISC: .00								
ACCT 1Y210 DEPT 11 DUE 06/29/2020 DESC:Natural Beginnings - Photos Portfolio					19001178 63030		99.19	1099:
541 00000 FIRST NATIONAL B E Dombrowski May 20	061520F			207.13	.00	.00		
CASH 000008 2020/07 INV 06/05/2020 SEP-CHK: Y DISC: .00								
ACCT 1Y210 DEPT 11 DUE 06/29/2020 DESC:COVID 19 - Masks, Thermometers					190011 62000		207.13	1099:
541 00000 FIRST NATIONAL B E Dombrowski 5/2020	061520F			130.54	.00	.00		
CASH 000008 2020/07 INV 06/05/2020 SEP-CHK: Y DISC: .00								
ACCT 1Y210 DEPT 11 DUE 06/29/2020 DESC:Env Educ - Preserve Improvements					19001183 68530		70.10	1099:
					19001183 62400		43.54	1099:
					19001177 63030		16.90	1099:



06/09/2020 15:05  
JHanna  
Kendall County  
Forest Pres 061520

CLERK: rantrim BATCH: 646 INVOICE PO CHECK RUN NET AMOUNT EXCEEDS PO BY PO BALANCE CHK/WIRE ERR

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
541 00000 FIRST NATIONAL B M Vick May 2020	061520F		362.46	.00	.00			
CASH 000008 2020/07 INV 06/05/2020 SEP-CHEK: Y DISC: .00					19001160 62000		10.61	1099:
ACCT 1Y210 DEPT 11 DUE 06/29/2020 DESC:Ellis - Wood Shavings, Vet Care, Ink, An					19001164 63000		62.19	1099:
					19001162 68580		112.70	1099:
					19001164 63020		100.00	1099:
					19001165 63020		51.00	1099:
					19001167 63000		25.96	1099:
541 00000 FIRST NATIONAL B D Guritz 5/20	061520F		380.89	.00	.00			
CASH 000008 2020/07 INV 06/05/2020 SEP-CHEK: Y DISC: .00					190011 62000		380.89	1099:
ACCT 1Y210 DEPT 11 DUE 06/29/2020 DESC:Credit Card - Hand Sanitizer, Spray Bottles					CVD19 -FOREST_PRS-SUPPLIES			
541 00000 FIRST NATIONAL B May 20 D Guritz	061520F		1,273.73	.00	.00			
CASH 000008 2020/07 INV 06/05/2020 SEP-CHEK: Y DISC: .00					190011 62040		121.50	1099:
ACCT 1Y210 DEPT 11 DUE 06/29/2020 DESC:EL-Wood Shavings, AT & T, Waste Managem					190011 68430		39.00	1099:
					19001164 63000		482.07	1099:
					19001168 63070		129.84	1099:
					19001183 63070		323.31	1099:
					19001160 62270		178.01	1099:
578 00001 GRAINCO F.S. INC 1348116	061520F		851.21	.00	.00			
CASH 000008 2020/07 INV 06/05/2020 SEP-CHEK: Y DISC: .00					19001171 68580		851.21	1099:
ACCT 1Y210 DEPT 11 DUE 06/09/2020 DESC:Hoover - Pesticide, Deselex								
1060 00000 JOHN DEERE FINAN 05/27/20	061520F		843.49	.00	.00			
CASH 000008 2020/07 INV 06/05/2020 SEP-CHEK: Y DISC: .00					19001183 62160		843.49	1099:
ACCT 1Y210 DEPT 11 DUE 06/16/2020 DESC:Harris -Backpack Sprayer, sockets, oil								
1060 00000 JOHN DEERE FINAN 5/27/20	061520F		152.06	.00	.00			
CASH 000008 2020/07 INV 06/05/2020 SEP-CHEK: Y DISC: .00					19001183 62160		152.06	1099:
ACCT 1Y210 DEPT 11 DUE 06/16/2020 DESC:Equipment Repairs								
1153 00000 KENDALL CO HIGHW Gas/Fuel May 2020	061520F		1,379.42	.00	.00			
CASH 000008 2020/07 INV 06/05/2020 SEP-CHEK: Y DISC: .00					19001183 62180		1,379.42	1099:
ACCT 1Y210 DEPT 11 DUE 06/09/2020 DESC:Gas/Fuel: May 2020								
1207 00000 LAFARGE AGGREGAT 7/12574172	061520F		1,993.44	.00	.00			
CASH 000008 2020/07 INV 06/05/2020 SEP-CHEK: Y DISC: .00					190711 68530		1,993.44	1099:
ACCT 1Y210 DEPT 11 DUE 06/09/2020 DESC:Preserve Improvements								



CLERK: rantrm BATCH: 646

NEW INVOICES

VENDOR DEBIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
1323 00000 MENARDS	84160		061520F	639.60	.00	.00		
CASH 000008	INV 06/05/2020	SEP-CHK: Y	DISC: .00					
ACCT 1X210	DUE 06/09/2020	DESC:Ellis - Lumber - Preserve Improvement			190111 68530		639.60	1099:
1323 00000 MENARDS	84041		061520F	39.22	.00	.00		
CASH 000008	INV 06/05/2020	SEP-CHK: Y	DISC: .00					
ACCT 1X210	DUE 06/09/2020	DESC:Ellis - Grounds Supplies			19001160 68580		39.22	1099:
1323 00000 MENARDS	84945		061520F	36.44	.00	.00		
CASH 000008	INV 06/05/2020	SEP-CHK: Y	DISC: .00					
ACCT 1X210	DUE 06/09/2020	DESC:Water			190011 62000		36.44	1099:
1323 00000 MENARDS	85356		061520F	129.64	.00	.00		
CASH 000008	INV 06/05/2020	SEP-CHK: Y	DISC: .00					
ACCT 1X210	DUE 06/09/2020	DESC:Hoover - Paint, Drill, Tools			19001171 63110		99.66	1099:
1323 00000 MENARDS	84953		061520F	68.68	.00	.00		
CASH 000008	INV 06/05/2020	SEP-CHK: Y	DISC: .00					
ACCT 1X210	DUE 06/09/2020	DESC:Ellis House Supplies			19001160 68580		29.98	1099:
1323 00000 MENARDS	84649		061520F	22.80	.00	.00		
CASH 000008	INV 06/05/2020	SEP-CHK: Y	DISC: .00					
ACCT 1X210	DUE 06/09/2020	DESC:Ellis- House Supplies			19001160 68580		22.80	1099:
1323 00000 MENARDS	84888		061520F	71.51	.00	.00		
CASH 000008	INV 06/05/2020	SEP-CHK: Y	DISC: .00					
ACCT 1X210	DUE 06/09/2020	DESC:Harris supplies - paint, etc			19001183 63110		71.51	1099:
1323 00000 MENARDS	85161		061520F	267.06	.00	.00		
CASH 000008	INV 06/05/2020	SEP-CHK: Y	DISC: .00					
ACCT 1X210	DUE 06/09/2020	DESC:Hoover Supplies			19001171 63120		57.67	1099:
1665 00000 SHAW MEDIA	5/2020		061520F	59.99	.00	.00		
CASH 000008	INV 06/05/2020	SEP-CHK: Y	DISC: .00					
ACCT 1X210	DUE 06/09/2020	DESC:Website Posting			190011 68430		182.23	1099:
							27.16	1099:
							59.99	1099:



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Kendall County  
Forest Pres 061520

CLERK: rantrim BATCH: 646  
NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
1820 00000 UNIQUE PRODUCTS	391607-1		061520F	186.30	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		19001171 63110		111.78	1099:
ACCT 1Y210 DEPT 11	DUE 06/09/2020	DESC:Harris-Hoover - Bldg Supplies			19001183 63110		74.52	1099:
1820 00000 UNIQUE PRODUCTS	391607-2		061520F	351.42	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		19001183 63110		140.59	1099:
ACCT 1Y210 DEPT 11	DUE 06/09/2020	DESC:Hoover-Harris Supplies			19001171 63110		210.83	1099:
1827 00000 UPLAND DESIGN LT	19-737-06		061520F	1,975.73	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		190711 68530		1,975.73	1099:
ACCT 1Y210 DEPT 11	DUE 06/09/2020	DESC:Pickerrill Pigot - Development						
1849 00001 VERIZON	9854919944		061520F	923.97	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		19001183 63540		923.97	1099:
ACCT 1Y210 DEPT 11	DUE 06/09/2020	DESC:Cell Phones						
1937 00000 WIRE WIZARD OF I	34209, 34210		061520F	285.00	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		19001171 62270		285.00	1099:
ACCT 1Y210 DEPT 11	DUE 07/01/2020	DESC:Hoover, Meadowhawk - Alarm Monitoring						
1954 00000 YORKVILLE NAPA A	170946		061520F	23.92	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		19001183 63110		23.92	1099:
ACCT 1Y210 DEPT 11	DUE 06/09/2020	DESC:Keys for Harris						
2047 00000 COMED	5514710005		061520F	25.20	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		190011 63510		25.20	1099:
ACCT 1Y210 DEPT 11	DUE 07/13/2020	DESC:Harris Horse Arena						
2047 00000 COMED	5514711002		061520F	69.38	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		190011 63510		69.38	1099:
ACCT 1Y210 DEPT 11	DUE 07/13/2020	DESC:Harris						
2047 00000 COMED	0927007163		061520F	24.87	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		190011 63510		24.87	1099:
ACCT 1Y210 DEPT 11	DUE 06/11/2020	DESC:Richard Young						
2047 00000 COMED	1123166102		061520F	25.02	.00	.00		
CASH 000008 2020/07	INV 06/05/2020	SEP-CHK: Y	DISC: .00		190011 63510		25.02	1099:
ACCT 1Y210 DEPT 11	DUE 07/27/2020	DESC:Jay Woods						



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NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
2047 00000 COMED	5514228011		061520F	568.26	.00	.00		
CASH 000008 ACCT 1X210	INV 06/05/2020 DUE 06/17/2020	SEP-CHK: Y DESC:Pickerill	DISC: .00		19001184 63100		568.26	1099:
2047 00000 COMED	1938021081		061520F	64.66	.00	.00		
CASH 000008 ACCT 1X210	INV 06/05/2020 DUE 06/25/2020	SEP-CHK: Y DESC:Hoover House	DISC: .00		19001171 63100		64.66	1099:
2047 00000 COMED	0793673015		061520F	608.55	.00	.00		
CASH 000008 ACCT 1X210	INV 06/05/2020 DUE 07/20/2020	SEP-CHK: Y DESC:Hoover Mutliples	DISC: .00		19001171 63100		608.55	1099:
2047 00000 COMED	0756081017		061520F	172.97	.00	.00		
CASH 000008 ACCT 1X210	INV 06/05/2020 DUE 07/20/2020	SEP-CHK: Y DESC:Hoover Bathhouse	DISC: .00		19001171 63100		172.97	1099:
2057 00000 MATTHEW CAVINESS	12020347		061520F	280.00	.00	.00		
CASH 000008 ACCT 1X210	INV 06/05/2020 DUE 06/09/2020	SEP-CHK: Y DESC:Ellis - Vet Care	DISC: .00		19001163 63020 19001164 63020 19001165 63020		93.33 93.33 93.34	1099: 1099: 1099:
2655 00000 James Lee	19-00152		061520F	232.50	.00	.00		
CASH 000008 ACCT 1X210	INV 06/05/2020 DUE 06/09/2020	SEP-CHK: Y DESC:Meadowhawk Sec Dep Rtn - June 28 2020	DISC: .00		19001171 63040		232.50	1099:
2657 00000 Sharon Korpalski	EL 6-6-2020		061520F	100.00	.00	.00		
CASH 000008 ACCT 1X210	INV 06/05/2020 DUE 06/09/2020	SEP-CHK: Y DESC:EL Scout Outing Refund	DISC: .00		19001169 63040		100.00	1099:
2659 00000 Ashley Clark	EL Sep 19 2020		061520F	2,000.00	.00	.00		
CASH 000008 ACCT 1X210	INV 06/05/2020 DUE 06/09/2020	SEP-CHK: Y DESC:EL - Wedding Sec Dep & First Installment Refund	DISC: .00		19001168 63040		2,000.00	1099:
2660 00000 Mike Gonzalez	EL Lessons		061520F	36.00	.00	.00		
CASH 000008 ACCT 1X210	INV 06/05/2020 DUE 06/09/2020	SEP-CHK: Y DESC:Ellis - Riding Lessons Refund	DISC: .00		19001164 63040		36.00	1099:



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NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
2661 00000 UVSA-MW - Sarah	20-00059		061520F	200.00	.00	.00		
CASH 000008 2020/07 INV 06/05/2020	SEP-CHK: Y		DISC: .00					
ACCT 1Y210 DEPT 11 DUE 06/09/2020	DESC:Bunkhouses Sec Dep Rtn				19001171	63040	200.00	1099:
2665 00000 DOUG WINSOR	D Winsor - Boot Allo		061520F	59.99	.00	.00		
CASH 000008 2020/07 INV 06/05/2020	SEP-CHK: Y		DISC: .00					
ACCT 1Y210 DEPT 11 DUE 06/09/2020	DESC:Boot Allowance - Doug Winsor				19001183	62400	59.99	1099:
47 APPROVED UNPAID INVOICES				18,624.34				
TOTAL				18,624.34				

47 INVOICE(S)

REPORT POST TOTAL

18,624.34



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ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
2020 07	1900011	1900-11-00-000-62000	Office Supplies	624.46	.00
	1900011	1900-11-00-000-62040	Conferences	121.50	.00
	1900011	1900-11-00-000-63510	Electric	144.47	.00
	1900011	1900-11-00-000-68430	Marketing / Pub	98.99	.00
	19001160	1900-11-60-000-62000	Office Supplies	10.61	.00
	19001160	1900-11-60-000-62270	Utilities	178.01	.00
	19001160	1900-11-60-000-68580	Grounds and Mai	155.70	.00
	19001162	1900-11-62-000-68580	Grounds and Mai	112.70	.00
	19001163	1900-11-63-000-63020	Vet & Farrier	93.33	.00
	19001164	1900-11-64-000-63000	Animal Care & S	544.26	.00
	19001164	1900-11-64-000-63020	Vet & Farrier	193.33	.00
	19001164	1900-11-64-000-63040	Vet & Farrier	36.00	.00
	19001165	1900-11-65-000-63020	Security Deposi	144.34	.00
	19001167	1900-11-67-000-63000	Vet & Farrier	25.96	.00
	19001168	1900-11-68-000-63040	Animal Care & S	2,000.00	.00
	19001168	1900-11-68-000-63070	Security Deposi	129.84	.00
	19001169	1900-11-69-000-63040	Refuse Pickup	100.00	.00
	19001171	1900-11-71-000-62270	Utilities	285.00	.00
	19001171	1900-11-71-000-63040	Security Deposi	432.50	.00
	19001171	1900-11-71-000-63100	Electric	846.18	.00
	19001171	1900-11-71-000-63110	Shop Supplies	449.43	.00
	19001171	1900-11-71-000-63120	Building Mainte	87.65	.00
	19001171	1900-11-71-000-68580	Grounds and Mai	1,033.44	.00
	19001177	1900-11-77-000-63030	Program Supplie	16.90	.00
	19001178	1900-11-78-000-63030	Equipment	99.19	.00
	19001183	1900-11-83-000-62160	Gasoline / Fuel	1,183.95	.00
	19001183	1900-11-83-000-62180	Uniforms / Clot	1,379.42	.00
	19001183	1900-11-83-000-62400	Refuse Pickup	103.53	.00
	19001183	1900-11-83-000-63070	Shop Supplies	323.31	.00
	19001183	1900-11-83-000-63110	Telephone	310.54	.00
	19001183	1900-11-83-000-63540	Preserve Improv	923.97	.00
	19001183	1900-11-83-000-68530	Electric	433.80	.00
	19001184	1900-11-84-000-63100	Preserve Improv	568.26	.00
	190111	1901-11-00-000-68530	Electric	639.60	.00
	190711	1907-11-00-000-68530	Preserve Improv	4,794.17	.00

REPORT TOTALS 18,624.34



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JHanna Forest Pres 061520

CLERK: JHanna

YEAR PER	JNL	REF 1	REF 2	REF 3	ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	JNL	JNL	LINE DESC				
2020	7								
API 19001183-62160	06/05/2020 W	061520F	000060	6833	Equipment			38.44	
API 19001183-62160	06/05/2020 W	061520F	000090	6829	F-150 - Electrical Testing			76.91	
API 19001160-68580	06/05/2020 W	061520F	000124	6831	Equipment			25.00	
API 190711-68530	06/05/2020 W	061520F	000199	6857	Hoover Equip Repair			825.00	
API 19001183-68530	06/05/2020 W	061520F	000236	6815	Grounds and Maintenance			363.70	
API 19001183-62160	06/05/2020 W	061520F	000413	6859	Ellis - Water			73.05	
API 19001178-63030	06/05/2020 W	061520F	000541	6854	Preserve Improvements			99.19	
API 190011-62000	06/05/2020 W	061520F	000541	6896	Pickerrill - Tree Removal			207.13	
API 19001183-68530	06/05/2020 W	061520F	000541	6897	Preserve Improvement - Hoover,			70.10	
API 19001183-62400	06/05/2020 W	061520F	000541	6897	Equipment - Wheel			43.54	
API 19001177-63030	06/05/2020 W	061520F	000541	6897	Program Supplies			16.90	
API 19001160-62000	06/05/2020 W	061520F	000541	6913	Natural Beginnings - Photos PO			10.61	
API 19001164-63000	06/05/2020 W	061520F	000541	6913	Office Supplies			62.19	
API 19001162-68580	06/05/2020 W	061520F	000541	6913	COVID 19 - Masks, Thermometers			112.70	
API 19001164-63020	06/05/2020 W	061520F	000541	6913	Preserve Improvements			100.00	
API 19001165-63020	06/05/2020 W	061520F	000541	6913	Env Educ - Preserve Improvemen			51.00	
API 19001167-63000	06/05/2020 W	061520F	000541	6913	Uniforms / Clothing			25.96	
API 19001164-63000	06/05/2020 W	061520F	000541	6914	Env Educ - Preserve Improvemen			380.89	
API 19001162-68580	06/05/2020 W	061520F	000541	6915	Program Supplies			121.50	
API 19001164-63020	06/05/2020 W	061520F	000541	6915	Env Educ - Preserve Improvemen			39.00	
API 19001164-63000	06/05/2020 W	061520F	000541	6915	Office Supplies			482.07	
API 19001168-63070	06/05/2020 W	061520F	000541	6915	Animal Care & Supplies			129.84	
API 19001183-63070	06/05/2020 W	061520F	000541	6915	Ellis - Wood Shavings, Vet Car			323.31	
API 19001160-62270	06/05/2020 W	061520F	000541	6915	Ellis - Wood Shavings, Vet Car			178.01	



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JHanna  
Kendall County  
Forest Pres 061520

YEAR PER	JNL	SRC ACCOUNT	JNL	JNL	REF 1	REF 2	REF 3	ACCOUNT DESC	T	OB	DEBIT	CREDIT
EFF DATE	DATE	DESC	DESC	REF 1	REF 2	REF 3	LINE	DESC				
06/05/2020	W	061520F	000541	6915				EL-Wood Shavings, AT & T, Was			851.21	
API 19001171-68580								Grounds and Maintenance				
06/05/2020	W	061520F	000678	6894				Hoover - Pesticide, Deselex			843.49	
API 19001183-82160								Equipment				
06/05/2020	W	061520F	001060	6818				Harris -Backpack Sprayer, sock			152.06	
API 19001183-62160								Equipment				
06/05/2020	W	061520F	001060	6856				Equipment Repairs			1,379.42	
API 19001183-62180								Gasoline / Fuel / Oil				
06/05/2020	W	061520F	001153	6834				Gas/Fuel: May 2020			1,993.44	
API 190711-68530								Preserve Improvements				
06/05/2020	W	061520F	001207	6898				Preserve Improvements			639.60	
API 190111-68530								Preserve Improvements				
06/05/2020	W	061520F	001323	6812				Ellis - Lumber - Preserve Impr			39.22	
API 19001160-68580								Grounds and Maintenance				
06/05/2020	W	061520F	001323	6819				Ellis - Grounds Supplies			36.44	
API 190011-62000								Office Supplies				
06/05/2020	W	061520F	001323	6820				Water			99.66	
API 19001171-63110								Shop Supplies				
06/05/2020	W	061520F	001323	6860				Hoover - Paint, Drill, Tools			29.98	
API 19001171-63120								Building Maintenance				
06/05/2020	W	061520F	001323	6860				Hoover - Paint, Drill, Tools			68.68	
API 19001160-68580								Grounds and Maintenance				
06/05/2020	W	061520F	001323	6862				Ellis House Supplies			22.80	
API 19001160-68580								Grounds and Maintenance				
06/05/2020	W	061520F	001323	6863				Ellis- House Supplies			71.51	
API 19001183-63110								Shop Supplies				
06/05/2020	W	061520F	001323	6864				Harris Supplies - paint, etc			57.67	
API 19001171-63120								Building Maintenance				
06/05/2020	W	061520F	001323	6911				Hoover Supplies			182.23	
API 19001171-68580								Grounds and Maintenance				
06/05/2020	W	061520F	001323	6911				Hoover Supplies			27.16	
API 19001171-63110								Shop Supplies				
06/05/2020	W	061520F	001323	6911				Marketing / Pubing			59.99	
API 190011-68430								Website Posting				
06/05/2020	W	061520F	001665	6823				Shop Supplies			111.78	
API 19001171-63110								Harris-Hoover - Bldg Supplies				
06/05/2020	W	061520F	001820	6869				Shop Supplies			74.52	
API 19001183-63110								Harris-Hoover - Bldg Supplies				
06/05/2020	W	061520F	001820	6869				Shop Supplies			140.59	
API 19001183-63110								Hoover-Harris Supplies				
06/05/2020	W	061520F	001820	6870				Shop Supplies			210.83	
API 19001171-63110								Hoover-Harris Supplies				
06/05/2020	W	061520F	001820	6870				Preserve Improvements			1,975.73	
API 190711-68530								Pickerill Pigot - Development				
06/05/2020	W	061520F	001827	6866				Telephones			923.97	
API 19001183-63540								Cell Phones				
06/05/2020	W	061520F	001849	6832				Utilities			285.00	
API 19001171-62270								Hoover, Meadowhawk - Alarm Mon				
06/05/2020	W	061520F	001937	6830								

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YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	T OB	DEBIT	CREDIT
API 19001183-63110								Shop Supplies		23.92	
06/05/2020 W		061520F	001954			6821		Keys for Harris			
API 190011-63510								Electric		25.20	
06/05/2020 W		061520F	002047			6824		Harris Horse Arena			
API 190011-63510								Electric		69.38	
06/05/2020 W		061520F	002047			6825		Harris			
API 190011-63510								Electric		24.87	
06/05/2020 W		061520F	002047			6826		Richard Young			
API 190011-63510								Electric		25.02	
06/05/2020 W		061520F	002047			6827		Jay Woods			
API 19001184-63100								Electric		568.26	
06/05/2020 W		061520F	002047			6828		Pickerill			
API 19001171-63100								Electric		64.66	
06/05/2020 W		061520F	002047			6908		Hoover House			
API 19001171-63100								Electric		608.55	
06/05/2020 W		061520F	002047			6909		Hoover Mutliples			
API 19001171-63100								Electric		172.97	
06/05/2020 W		061520F	002047			6910		Hoover Bathroom			
API 19001163-63020								Vet & Farrier		93.33	
06/05/2020 W		061520F	002057			6867		Ellis - Vet Care			
API 19001164-63020								Vet & Farrier		93.33	
06/05/2020 W		061520F	002057			6867		Ellis - Vet Care			
API 19001165-63020								Vet & Farrier		93.34	
06/05/2020 W		061520F	002057			6867		Ellis - Vet Care			
API 19001171-63040								Security Deposit Refund		232.50	
06/05/2020 W		061520F	002655			6814		Meadowhawk Sec Dep Rtn - June			
API 19001169-63040								Security Deposit Refund		100.00	
06/05/2020 W		061520F	002657			6838		EL Scout Outing Refund			
API 19001168-63040								Security Deposit Refund		2,000.00	
06/05/2020 W		061520F	002659			6839		EL - Wedding Sec Dep & First I			
API 19001164-63040								Security Deposit Refund		36.00	
06/05/2020 W		061520F	002660			6836		Ellis - Riding Lessons Refund			
API 19001171-63040								Security Deposit Refund		200.00	
06/05/2020 W		061520F	002661			6835		Bunkhouses Sec Dep Rtn			
API 19001183-62400								Uniforms / Clothing		59.99	
06/05/2020 W		061520F	002665			6855		Boot Allowance - Doug Winsor			
GENERAL LEDGER TOTAL										18,624.34	.00
Accounts Payable										13,190.57	
Accounts Payable										639.60	
Accounts Payable										4,794.17	
SYSTEM GENERATED ENTRIES TOTAL										.00	18,624.34

06/09/2020 15:05 Kendall County  
JHanna Forest Pres 061520

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT LINE	DESC	T	OB	DEBIT	CREDIT
2020	7	API 19000000-39300	06/05/2020	W	061520F	B	646		JOURNAL	2020/07/87	TOTAL		18,624.34	18,624.34
		API 19010000-39300	06/05/2020	W	061520F	B	646		Expenditures				13,190.57	
		API 19070000-39300	06/05/2020	W	061520F	B	646		Expenditures				639.60	
		API 19070000-39300	06/05/2020	W	061520F	H	646		Expenditures				4,794.17	

FUND ACCOUNT	YEAR PER	JML	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1900 Forest Preserve 19000000-20100 19000000-39300	2020 7	87	06/05/2020	Accounts Payable Expenditures	13,190.57	13,190.57
				FUND TOTAL	13,190.57	13,190.57
1901 FP Bond Proceeds 2007 19010000-20100 19010000-39300	2020 7	87	06/05/2020	Accounts Payable Expenditures	639.60	639.60
				FUND TOTAL	639.60	639.60
1907 Forest Preserve Grant Fund 19070000-20100 19070000-39300	2020 7	87	06/05/2020	Accounts Payable Expenditures	4,794.17	4,794.17
				FUND TOTAL	4,794.17	4,794.17

Kendall County  
Forest Pres 061520

06/09/2020 15:05  
JHanna

CLERK: JHanna

PA JOURNAL SOURCE	PROJECT STRING	EFF DATE	GL YEAR/PER/JNL	REF1	REF2	REF3	REF4	T	AMOUNT
2	API CVD19	06/05/2020	2020/07/87	000541		6896	W 061520F	1	207.13
	API CVD19	-FOREST PRS-SUPPLIES	-	000541		6914	W 061520F	1	380.89
		-FOREST PRS-SUPPLIES	-				CVD19 TOTAL:		588.02

\*\* END OF REPORT - Generated by Julie Hanna \*\*



P 1  
sp.invent

Kandall County  
G haugh

06/09/2020 14:59  
JHanna

CLERK: CEAUGE BATCH: 647	NEW INVOICES	PO BALANCE	CHK/WIRE	ERR				
VENDOR REMIT NAME	INVOICE	PO	CHECK RDN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR

APPROVED UNPAID INVOICES TO BE POSTED								
1192	00000 KONICA MINOLTA	35565127	061520F	203.01	.00	.00		
CASH 000008	2020/07	INV 06/08/2020	SEP-CHK: N	DISC: .00				
ACCT 1Y210	DEPT 22	DUE 06/08/2020	DESC:Konica Lease May		190011	62000	203.01	1099:

1 APPROVED UNPAID INVOICES								
				TOTAL	203.01			
1 INVOICE(S)								
				REPORT POST TOTAL	203.01			



ACCOUNT DISTRIBUTION SUMMARY

CLERK: Ghaugh BATCH: 647

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
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2020	07	190011	1900-11-00-000-62000 -	Office Supplies	203.01	.00
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REPORT TOTALS				203.01	
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06/09/2020 14:59 Kendall County  
JBanna G haugh

CLERK: JHanna

YEAR PER JNL  
SFC ACCOUNT

EFF DATE	JNL DATE	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
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2020 7 84	06/08/2020 W	061520F	001192	6843	Office Supplies Konica Lease May		203.01	
GENERAL LEDGER TOTAL							203.01	.00

API 19000000-20100	06/08/2020 W	061520F	B 647		Accounts Payable			203.01
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SYSTEM GENERATED ENTRIES TOTAL							.00	203.01
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JOURNAL 2020/07/84 TOTAL							203.01	203.01
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2020 7 84	06/08/2020 W	061520F	B 647		Expenditures		203.01	
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FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1900 Forest Preserve 19000000-20100 19000000-39300	2020 7	84	06/08/2020	Accounts Payable Expenditures	203.01	203.01
				FUND TOTAL	203.01	203.01

\*\* END OF REPORT - Generated by Julie Hanna \*\*



NET AMOUNT EXCEEDS PO BY PO BALANCE CHK/WIRE ERR

APPROVED UNPAID INVOICES TO BE POSTED	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
49 00000 AMALGAMATED BANK JULY	18,300.00	.00	.00		
CASH 000008 2020/07 INV 06/09/2020 SEP-CHK: N					
ACCT 1Y210 DEPT 08 DUE 06/09/2020 DESC:BOND 4866		190211 68650		18,300.00	1099:
49 00000 AMALGAMATED BANK JULY 5720	177,767.50	.00	.00		
CASH 000008 2020/07 INV 06/09/2020 SEP-CHK: N					
ACCT 1Y210 DEPT 08 DUE 06/09/2020 DESC:BOND 5720		190311 68710		177,767.50	1099:
49 00000 AMALGAMATED BANK JULY 6060	148,093.75	.00	.00		
CASH 000008 2020/07 INV 06/09/2020 SEP-CHK: N					
ACCT 1Y210 DEPT 08 DUE 06/09/2020 DESC:BOND 6060		190311 68730		148,093.75	1099:
49 00000 AMALGAMATED BANK JULY 6367	348,375.00	.00	.00		
CASH 000008 2020/07 INV 06/09/2020 SEP-CHK: N					
ACCT 1Y210 DEPT 08 DUE 06/09/2020 DESC:BOND 6367		190311 68750		348,375.00	1099:

4 APPROVED UNPAID INVOICES TOTAL 692,536.25

4 INVOICE(S) REPORT POST TOTAL 692,536.25



06/09/2020 15:03  
JHanna

Kandall County  
Forest Preserve Treasurer Claims 061520

CLERK: kkrantz BATCH: 665

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
ACCOUNT DISTRIBUTION SUMMARY					
2020	07	190211	Debt Service In	18,300.00	.00
		190311	Dbt Srv 2015 In	177,767.50	.00
		190311	Dbt Srv 2016 In	148,093.75	.00
		190311	Dbt Srv 2017 In	348,375.00	.00

REPORT TOTALS 692,536.25

06/09/2020 15:03 Kendall County  
JHanna Forest Preserve Treasurer Claims 061520

CLERK: JHanna

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	T	OB	DEBIT	CREDIT
2020	7	86										
API	190211-68650		06/09/2020	W 061520F	000049		6921	Debt Service Interest Pmt			18,300.00	
								BOND 4866				
API	190311-68710		06/09/2020	W 061520F	000049		6922	Dbt Srv 2015 Interest Pmt			177,767.50	
								BOND 5720				
API	190311-68730		06/09/2020	W 061520F	000049		6923	Dbt Srv 2016 Interest Pmt			148,093.75	
								BOND 6060				
API	190311-68750		06/09/2020	W 061520F	000049		6924	Dbt Srv 2017 Interest Pmt			348,375.00	
								BOND 6367				
GENERAL LEDGER TOTAL											692,536.25	.00
Accounts Payable											18,300.00	
Accounts Payable											674,236.25	
SYSTEM GENERATED ENTRIES TOTAL											.00	692,536.25
JOURNAL 2020/07/86 TOTAL											692,536.25	692,536.25
Expenditures											18,300.00	
Expenditures											674,236.25	

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1902 FP Debt Service 2012 19020000-20100 19020000-39300	2020 7	86	06/09/2020	Accounts Payable Expenditures	18,300.00	18,300.00
				FUND TOTAL	18,300.00	18,300.00
1903 FP Debt Service 2015/2016/2017 19030000-20100 19030000-39300	2020 7	86	06/09/2020	Accounts Payable Expenditures	674,236.25	674,236.25
				FUND TOTAL	674,236.25	674,236.25

\*\* END OF REPORT - Generated by Julie Hanna \*\*

**AGREEMENT BETWEEN THE COUNTY OF KENDALL AND THE KENDALL COUNTY FOREST PRESERVE DISTRICT REGARDING CONVEYANCE OF LAND**

THIS AGREEMENT is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020 by and between County of Kendall, a body politic and corporate acting by and through its County Board (hereinafter the "County") and the Kendall County Forest Preserve District, a governmental entity, acting by and through its Board (hereinafter the "Forest Preserve") (collectively, the "Parties").

**WITNESSETH**

The County is the owner of certain property commonly known as 3.295 Acres Eldamain Road, Kendall County, Illinois (hereafter known as the "Property"). Said property is depicted in the land survey prepared by Hampton, Lenzini and Renwick, Inc., attached hereto to and incorporated herein as "Exhibit A." Said 3.295 Acres is legally described in Legal Description attached hereto and incorporated herein as "Exhibit B."

WHEREAS, the County originally purchased approximately 11 ½ acres that include the above referenced property relative to the future Eldamain Bridge Project (hereinafter the "Project"). At this time, pursuant to said Project, the County has a remaining commitment for the transfer of 3.13 acres of the wooded part of the remaining acreage to the Forest Preserve as mitigation for trees that will be removed as part of said Project. Said Property has approximately 400 trees/acre so that the County will get a credit for 1,252 trees that will become Forest Preserve Property

WHEREAS, the Parties intend to transfer said Property to the Forest Preserve via a quitclaim deed. A copy of the proposed quitclaim deed is attached hereto and incorporated herein as "Exhibit C."

NOW THEREFORE, In consideration for the mutual promises, terms and conditions set forth in this Agreement, the County and Forest Preserve hereto mutually agree to perform as follows:

1. This transfer of property is made pursuant to the Illinois Downstate Forest Preserve District Act (70 ILCS 805/6) and the Illinois Counties Code (55 ILCS 5/5-1004 and 55 ILCS 5/5-1005).

2. The County shall convey via quitclaim deed its fee-simple interest legal described in the quitclaim deed attached hereto as "Exhibit C."

3. This Agreement supersedes all oral agreements and negotiations between the Parties relating to the subject matter of this Agreement as well as any previous agreements presently in effect between the Parties relating to the subject matter of this document.

4. It is mutually agreed by and between the parties that any alterations, amendments, deletions, or waivers of any provision of this Agreement shall be valid only when expressed in writing and duly executed by the Parties.

5. This Agreement will be binding upon and inure to the benefit of the Parties, their successors and assigns, provided however, that neither Party shall assign any interest hereunder without the prior written consent and approval of the other and any such assignment, without said property written concern and approval shall be null and void and of no force and effect.

6. The terms of this Agreement will be construed in accordance with the laws of Illinois, and if any disputes arise, said disputes shall be decided under the jurisdiction and governed by the laws of Illinois.

7. Each Person signing below on behalf of one of the Parties agrees, represents and warrants that he or she has been duly and validly authorized to sign this Agreement on half of their Party.

**FOR THE COUNTY**

Name: \_\_\_\_\_

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

Subscribed and sworn to before me

this \_\_\_\_\_ day of \_\_\_\_\_,

2020.

\_\_\_\_\_  
**NOTARY PUBLIC**

**FOR THE FOREST PRESERVE**

Name: \_\_\_\_\_

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

Subscribed and sworn to before me

this \_\_\_\_\_ day of \_\_\_\_\_,

2020.

---

**NOTARY PUBLIC**

**Prepared by:**

Lisa A. Coffey, Assistant State's Attorney  
Kendall County State's Attorney's Office  
807 W. John Street  
Yorkville, IL 60560

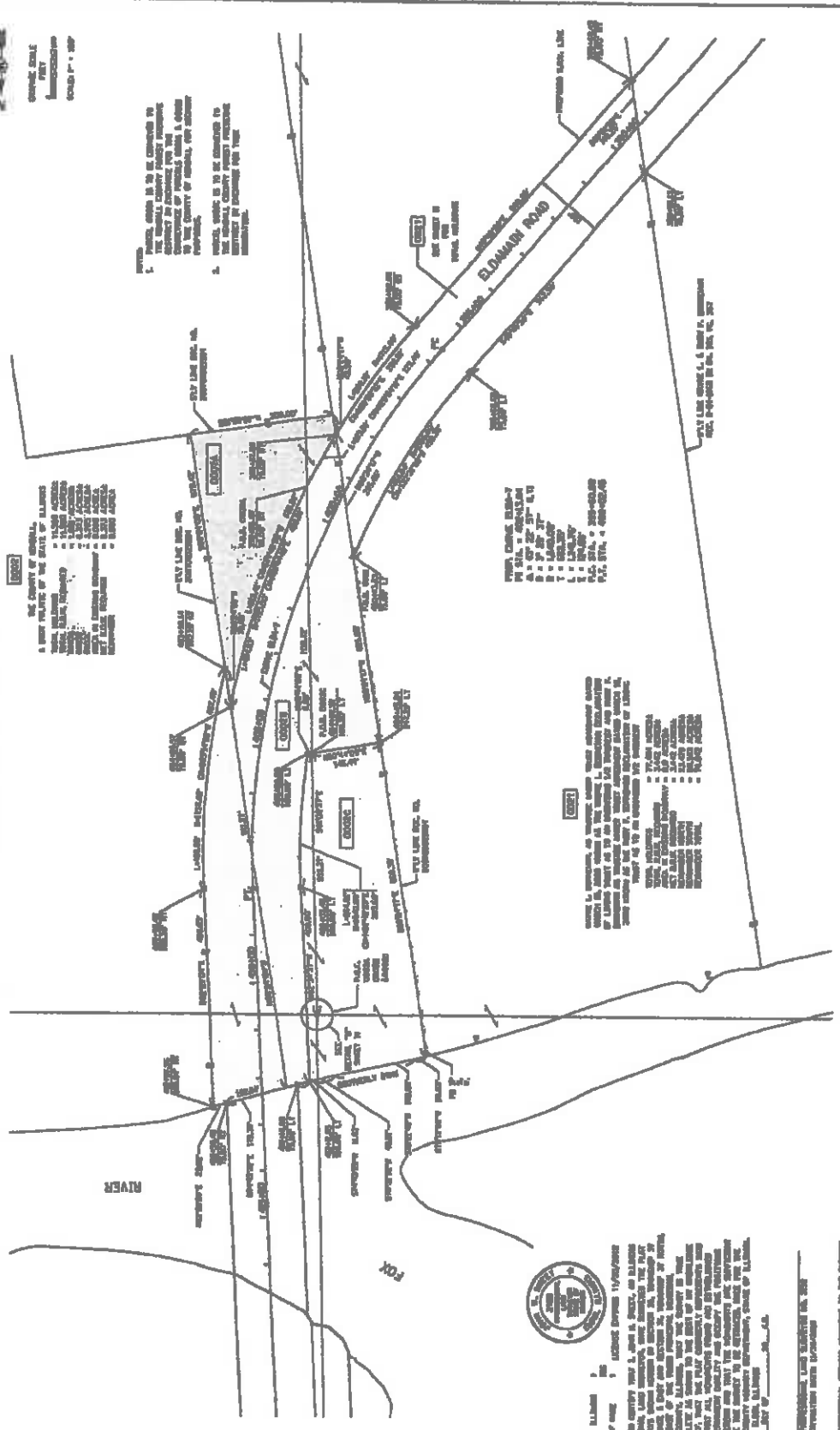
**Return to:**

Kendall County Forest Preserve District  
110 W. Madison Street  
Yorkville, IL 60560



# " Exhibit A "

SCALE OF HORIZONTAL DISTANCES  
 1" = 100 FEET



THE COUNTY OF OSAGE,  
 A COURT HOUSE IN THE CITY OF WARREN,  
 MISSOURI, this 15th day of August, 1934,  
 do hereby certify that the within and  
 foregoing is a true and correct copy  
 of the original of the same as the  
 same appears on the records of the  
 County of Osage, Missouri.

WITNESSED my hand and the seal of the  
 County of Osage, Missouri, at Warren,  
 Missouri, this 15th day of August, 1934.

JOHN W. BROWN, County Clerk

WITNESSED my hand and the seal of the  
 County of Osage, Missouri, at Warren,  
 Missouri, this 15th day of August, 1934.

JOHN W. BROWN, County Clerk

WITNESSED my hand and the seal of the  
 County of Osage, Missouri, at Warren,  
 Missouri, this 15th day of August, 1934.

DATE	1934	NO. OF SHEETS	1
TITLE	HIGHWAY BRIDGE		
DESIGNED BY	J. W. BROWN		
CHECKED BY	J. W. BROWN		
APPROVED BY	J. W. BROWN		
DATE	1934	NO. OF SHEETS	1
TITLE	HIGHWAY BRIDGE		
DESIGNED BY	J. W. BROWN		
CHECKED BY	J. W. BROWN		
APPROVED BY	J. W. BROWN		

STATE OF MISSOURI  
 COUNTY OF OSAGE

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 1934.

Notary Public for the State of Missouri

DATE	1934	NO. OF SHEETS	1
TITLE	HIGHWAY BRIDGE		
DESIGNED BY	J. W. BROWN		
CHECKED BY	J. W. BROWN		
APPROVED BY	J. W. BROWN		
DATE	1934	NO. OF SHEETS	1
TITLE	HIGHWAY BRIDGE		
DESIGNED BY	J. W. BROWN		
CHECKED BY	J. W. BROWN		
APPROVED BY	J. W. BROWN		

" Exhibit B "

Legal Description

THAT PART OF SECTION 31, TOWNSHIP 37 NORTH, RANGE 7 EAST AND THAT PART OF THE EAST HALF OF SECTION 36, TOWNSHIP 37 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN IN KENDALL COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS:

COMMENCING AT A FOUND IRON ROD AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 36 PER MONUMENT RECORD 200900016878; THENCE ON AN ASSUMED BEARING OF SOUTH 01 DEGREE 09 MINUTES 37 SECONDS EAST, 552.27 FEET ALONG THE EAST LINE OF SAID SOUTHEAST QUARTER TO THE POINT OF BEGINNING; THENCE NORTH 80 DEGREES 44 MINUTES 09 SECONDS EAST, 8.59 FEET; THENCE NORTHERLY, 284.01 FEET ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 1,540.00 FEET, THE CHORD OF SAID CURVE BEARS NORTH 02 DEGREES 42 MINUTES 23 SECONDS EAST, 283.60 FEET; THENCE NORTH 02 DEGREES 34 MINUTES 37 SECONDS WEST, 408.60 FEET TO THE SOUTHERLY BANK OF THE FOX RIVER; THENCE SOUTH 74 DEGREES 43 MINUTES 29 SECONDS WEST, 11.62 FEET ALONG SAID SOUTHERLY BANK; THENCE SOUTH 76 DEGREES 31 MINUTES 52 SECONDS WEST, 42.91 FEET ALONG SAID SOUTHERLY BANK; THENCE SOUTH 78 DEGREES 21 MINUTES 48 SECONDS WEST, 170.68 FEET ALONG SAID SOUTHERLY BANK; THENCE SOUTH 75 DEGREES 17 MINUTES 08 SECONDS WEST, 26.63 FEET ALONG SAID SOUTHERLY BANK TO THE WESTERLY LINE OF THE TRACT DESCRIBED IN DOCUMENT NO. 200700029594; THENCE SOUTH 08 DEGREES 24 MINUTES 17 SECONDS EAST, 669.38 FEET ALONG SAID WESTERLY LINE; THENCE NORTH 80 DEGREES 44 MINUTES 09 SECONDS EAST, 146.44 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 3.295 ACRES, MORE OR LESS.

SITUATED IN THE COUNTY OF KENDALL AND STATE OF ILLINOIS.

**Warranty DEED  
ILLINOIS STATUTORY**



THE GRANTOR, County of Kendall, a Body Politic, State of Illinois for and in consideration of TEN & 00/100 DOLLARS, and other good and valuable consideration in hand paid, CONVEY(S) and Warrant(s) to Kendall County Forest Preserve District, a Body Politic, of 110 W. Madison Street, Yorkville, IL 60560, of the County of Kendall, all interest in the following described Real Estate situated in the County of Kendall in the State of Illinois, to wit:

***THAT PART OF SECTION 31, TOWNSHIP 37 NORTH, RANGE 7 EAST AND THAT PART OF THE EAST HALF OF SECTION 36, TOWNSHIP 37 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN IN KENDALL COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS:***

***COMMENCING AT A FOUND IRON ROD AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 36 PER MONUMENT RECORD 200900016878; THENCE ON AN ASSUMED BEARING OF SOUTH 01 DEGREE 09 MINUTES 37 SECONDS EAST, 552.27 FEET ALONG THE EAST LINE OF SAID SOUTHEAST QUARTER TO THE POINT OF BEGINNING; THENCE NORTH 80 DEGREES 44 MINUTES 09 SECONDS EAST, 8.59 FEET; THENCE NORTHERLY, 284.01 FEET ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 1,540.00 FEET, THE CHORD OF SAID CURVE BEARS NORTH 02 DEGREES 42 MINUTES 23 SECONDS EAST, 283.60 FEET; THENCE NORTH 02 DEGREES 34 MINUTES 37 SECONDS WEST, 408.60 FEET TO THE SOUTHERLY BANK OF THE FOX RIVER; THENCE SOUTH 74 DEGREES 43 MINUTES 29 SECONDS WEST, 11.62 FEET ALONG SAID SOUTHERLY BANK; THENCE SOUTH 76 DEGREES 31 MINUTES 52 SECONDS WEST, 42.91 FEET ALONG SAID SOUTHERLY BANK; THENCE SOUTH 78 DEGREES 21 MINUTES 48 SECONDS WEST, 170.68 FEET ALONG SAID SOUTHERLY BANK; THENCE SOUTH 75 DEGREES 17 MINUTES 08 SECONDS WEST, 26.63 FEET ALONG SAID SOUTHERLY BANK TO THE WESTERLY LINE OF THE TRACT DESCRIBED IN DOCUMENT NO. 200700029594; THENCE SOUTH 08 DEGREES 24 MINUTES 17 SECONDS EAST, 669.38 FEET ALONG SAID WESTERLY LINE; THENCE NORTH 80 DEGREES 44 MINUTES 09 SECONDS EAST, 146.44 FEET TO THE POINT OF BEGINNING.***

**SUBJECT TO:**

general real estate taxes not due and payable at the time of Closing, covenants, conditions, and restrictions of record, building lines and easements, if any, so long as they do not interfere with the current use and enjoyment of the Real Estate.

Permanent Real Estate Index Number(s): 02-31-300-016(p); 01-36-400-011(pt)

Address(es) of Real Estate: 3.295 Acres, more or less Eldamain Road, Kendall County, Illinois

Dated this \_\_\_\_\_ day of \_\_\_\_\_,

COUNTY OF KENDALL

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

STATE OF ILLINOIS  
COUNTY OF KENDALL ss.

I, Kendall County Clerk, Debbie Gillette, a Notary Public in and for said County, in the State aforesaid, CERTIFY THAT COUNTY OF KENDALL, by Scott Gryder, Kendall County Board Chairman, personally known to me to be the same person(s) whose name(s) are subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and official seal, this \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
(Notary Public)

**Prepared By:**

Lisa A. Coffey, Assistant State's Attorney  
Kendall County State's Attorney's Office  
807 W. John Street  
Yorkville, IL 60560

**Mail To and Name & Address of Taxpayer:**

Kendall County Forest Preserve District  
110 W. Madison Street  
Yorkville, IL 60560

This represents a transaction exempt under the provisions of Paragraph(b)(1) of the Illinois Real Estate Property Transfer Act, 35 ILCS Paragraph 200/31-45.

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

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

**PLAT ACT AFFIDAVIT**  
(Pursuant to 765 ILCS 205/1)

STATE OF ILLINOIS                    )  
COUNTY OF KENDALL                )

Scott Gryder, Kendall County Board Chairman, the grantor or his/her agent, being duly sworn on oath, states that he/she resides at \_\_\_\_\_.

Affiant states that the attached deed is *not* a violation of 765 ILCS 205/1 for reason given below:

- A. The sale or exchange is of an entire tract of land not being a part of a larger tract of land and described in the same manner as title was taken by the grantor(s);
- B. *One* of the following exemptions from 765 ILCS 205/1 (b) applies;
  - 1. The division or subdivision of land is into parcels or tracts of 5 acres or more in size which does not involve any new streets or easements of access.
  - 2. The division is of lots or blocks of less than 1 acre in any recorded subdivision which does not involve any new streets or easements of access.
  - 3. The sale or exchange of parcels of land is between owners of adjoining and contiguous land.
  - 4. The conveyance is of parcels of land or interests therein for use as right of way for railroads or other public utility facilities, which does not involve any new streets or easements of access.
  - 5. The conveyance is of land owned by a railroad or other public utility which does not involve any new streets or easements of access.
  - 6. The conveyance is of land or highway or other public purpose or grants or conveyances relating to the dedication of land for public use or instruments relating to the vacation of land impressed with a public use.
  - 7. The conveyance is made to correct descriptions in prior conveyances.
  - 8. The sale or exchange is of parcels or tracts of land following the division into no more than two parts of a particular parcel or tract of land existing on July 17, 1959, and not involving any new streets or easements of access.
  - 9. The sale is of a single lot of less than 5 acres from a larger tract, the dimensions and configurations of said larger tract having been determined by the dimensions and configuration of said larger tract on October 1, 1973, and no sale, prior to this sale, or any lot or lots from said larger tract having taken place since October 1, 1973, and provided that this exemption does not invalidate any local requirements applicable to the subdivision of land (page 2).
  - 10. The preparation of a plat for wind energy devices under Sec.10-620 of the Property Tax Code.
  - 11. Other: \_\_\_\_\_

C. The division does not meet any of the above criteria and must have county approval (page 2).

CIRCLE NUMBER ABOVE WHICH IS APPLICABLE TO THE ATTACHED DEED.

AFFIANT further states that he/she makes this affidavit for the purpose of inducing the Recorder of Deeds of Kendall County, State of Illinois, to accept the attached deed for recording.

SUBSCRIBED and SWORN TO before me

this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Signature of Affiant

**KENDALL COUNTY FOREST PRESERVE DISTRICT**  
**CREDIT CARD POLICY**

The Kendall County Forest Preserve District shall issue a Credit Card to District employees that have been given the responsibility to make purchases for the District. Such purchases may include gas and electric bills or other purchases that vendors require payment at the time of purchase.

The Executive Director will make the decision when to assign a credit card to a District employee and will obtain approval from the Kendall County Forest Preserve Board members. This approval will include the credit limit that should be applied to the employee's credit card.

**Credit Card Purchases**

Employees will make a purchase, within their credit amount extended, that they feel is needed to obtain supplies to complete a job task or pay a bill on-line. This may include, for example, tools, office supplies, etc. Other transactions that are approved for a credit card transaction would be payment for utilities, refuse pick-up, promotion or publicity, telephone or internet invoices. These are examples of some credit card purchases, but all purchases need approval from your Department Manager or Executive Director.

All documentation for any transaction on the credit card is to be printed off for back-up purposes. This includes the invoice, receipt, or, any other piece of paperwork that shows the vendor name, the total price of the transaction and what the purchase was for. The employee is responsible for indicating on the paperwork where each expense is to be coded to. The Human Resources, Accounting & Reservation Program Manager will contact the employee if this information is not provided.

The ORIGINAL invoice/receipt and one (1) copy is to be turned into the District's Human Resources, Accounting & Reservation Program Manager. These items will be placed in the Credit Card file drawer located in the Executive Director's office.

**Credit Card Statement / Payments**

It is each employee's responsibility to ensure that all credit card transaction paperwork has been turned into the District Administrative office in a timely manner. At the beginning of each month, the Human Resources, Accounting & Reservation Program Manager will print off each credit card statement for employees with a credit card.

In the Credit Card file, those invoices received will be checked against the appropriate credit card statements to ensure all transactions shown on the statement have been received. If any back-up paperwork is missing for any statement, the Human Resources, Accounting & Reservation Program Manager will contact the employee to provide the missing information (receipts, etc.).

The Human Resources, Accounting & Reservation Program Manager will review all purchases to ensure each transaction has an expense line code was provided.

All copies of the back-up paperwork and credit card statement page will be scanned to the Invoices/Vouchers folder on the District's g:/file.

Each statement that was scanned will be renamed to indicate which employee these statements are for.

The Human Resources, Accounting & Reservation Program Manager will enter the credit card transactions in the Munis Accounts Payable System.

Once all entries have been completed for the voucher run, approvals will be sent to the District Executive Director through the Munis system. The District Executive Director will approve all Munis transactions for payments.

- **Note:** Any purchases completed on the District's Executive Director's Credit Card statement will be approved by either the Human Resources, Accounting & Reservation Program Manager or other designated employee. All invoices / receipts back-up documentation shown on the Director's statement will have such initials on the back-up paperwork to indicate these purchases have been reviewed and approved by a designated District employee.

To the Board of Commissioners  
and Management  
Kendall County Forest Preserve District  
Yorkville, Illinois

In planning and performing our audit of the financial statements of the Kendall County Forest Preserve District, for the year ended November 30, 2019, we considered its internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control.

However, during our audit we became aware of matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated March 26, 2020 on the financial statements of the Kendall County Forest Preserve District.

We will review the status of these comments during our next audit engagement. We have already discussed these comments and suggestions with personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

Very truly yours,

Mack & Associates, P.C.  
Certified Public Accountants

Morris, Illinois  
March 26, 2020



## Kendall County Forest Preserve District

### Schedule of Management Comments and Recommendations November 30, 2019

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*In addition to the significant deficiency reported in the audit report, we became aware of the following matters that are opportunities for strengthening internal controls and operating efficiency:*

#### **2019-02: Credit Card Transactions (Reoccurring)**

*Description:*

The department head has the ability to initiate credit card purchases and is also responsible for approving the disbursement voucher.

*Recommendation:*

Someone other than the department head should review and approve the detail of those expenses charged by the department head. The District is currently in the process of implementing a credit card policy. The District should consider implementing an employee reimbursement policy as well.

#### **2019-03: Policies and Procedures**

*Description:*

There are no formally documented accounting policies and procedures. Reliance is placed on the Human Resources, Accounting, and Preserve Reservations Manager for handling all transactions. However, it is unclear whether controls would still operate at a high level if the Human Resources, Accounting, and Preserve Reservations Manager were no longer with the District.

*Recommendation:*

The District should consider developing written accounting policies and procedures to maintain the current control environment at the District. **Based on the Government Finance Officers Association best practice, the accounting policies and procedures should:**

- **Delineate the authority and responsibility of all employees, especially the authority to authorize transactions and the responsibility for the safekeeping of assets and records.**
- **Indicate which employees perform which procedures.**
- **Describe procedures as they are actually intended to be performed rather than in some idealized form.**
- **Explain the design and purpose of control related procedures to increase employee understanding of and support for controls.**

The District should also consider cross-training employees.

## Kendall County Forest Preserve District

### Schedule of Management Comments and Recommendations November 30, 2019

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#### 2019-04: Program Fee Completeness

*Description:*

There is no process in place to verify completeness of lesson/program fees collected at Ellis House and remitted to the forest preserve office for deposit.

*Recommendation:*

Periodically, a report or schedule of programs, lessons, enrollment, etc. should be prepared by staff at Ellis House and remitted to the forest preserve office to reconcile to fees received in order to ensure that all fees collected were deposited.

#### 2019-05: Budgetary Compliance

*Description:*

Expenditures in the Forest Preserve Grant Fund exceeded appropriations by \$19,859 because the District did not budget for expenditures in this non-major fund. Even though the District budgeted for the expenditures in the Capital Projects and the total expenditures for all funds were less than total appropriations, budgetary compliance is evaluated at the fund-level.

*Recommendation:*

Management should monitor the budget to ensure that expenditures are properly budgeted for.

#### 2019-06: Security Deposit Liability

*Description:*

Management does not perform an evaluation of the security deposit liability and make the necessary adjustments to appropriately state the liability balance at year-end.

*Recommendation:*

Even though the year end liability is not materially misstated, management should track outstanding security deposits and prepare a journal entry to appropriately state the year-end liability based on the outstanding balances at November 30.

## David Guritz

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**From:** Trevor Debelak <TDebelak@mackcpas.com>  
**Sent:** Monday, June 8, 2020 9:59 PM  
**To:** David Guritz; Rebecca Antrim  
**Cc:** Judy Gilmour; Scott Gengler  
**Subject:** [External]RE: FY19 Audit Recommendations - Progress Report

Hi Dave,

I think the policy looks fine. It clearly outlines responsibilities and separates powers between who initiates and who reviews/approves purchases.

Thank you,

Trevor Debelak, CPA  
Mack and Associates, P.C.  
116 E Washington Street  
Morris, IL 60450  
Email: [Tdebelak@mackcpas.com](mailto:Tdebelak@mackcpas.com)  
Phone: 815-942-3306 Ext. 211  
Cell: 815-931-9573

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**From:** David Guritz <dguritz@co.kendall.il.us>  
**Sent:** Friday, June 05, 2020 11:02 AM  
**To:** Rebecca Antrim <rantrim@co.kendall.il.us>  
**Cc:** Trevor Debelak <TDebelak@mackcpas.com>; Judy Gilmour <jgilmour@co.kendall.il.us>; Scott Gengler <sgengler@co.kendall.il.us>  
**Subject:** FY19 Audit Recommendations - Progress Report

Good morning Becky:

Thanks for your work on the draft credit card policy.

Trevor, please take a look & let us know if this fits the bill. This will be presented in draft form to the Committee of the Whole this Tuesday.

Becky is also working on the draft Policies and Procedures for accounting we'll send your way.

2019-02 Credit Card Transactions and Employee Reimbursement Policy  
2019-03 Policies and Procedures  
2019-04 Program Completeness (Ellis)

We are working to implement the Program Completeness recommendation as well. We can generate monthly payment reports (cash and credit) entered into the EquiLessons software. We can also generate monthly reports on client service delivery. The cash and credit reports will tie out to the District's deposit spreadsheets submitted to the Treasurer's Office for each operating month. Service fulfillment will overlap months, so while the data can be examined, we will not necessarily be able to directly correlate payments to fulfillment unless we look across monthly

reports. That said, it's a big leap in the right direction, and the auditors will be able to examine the data and test the control environment, which is the goal.

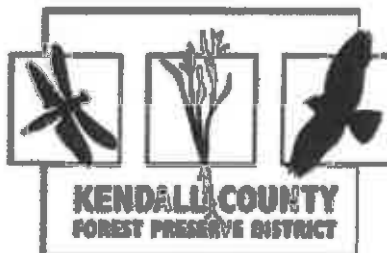
I was really pleased at the progress Ellis has made with transitioning to the software, as well as the level of organization of the student files. Let's get our head around these reports as we reopen services, and plan to walk through process once we hit Phase IV. In the meantime, we can examine and compare the EquiLesson monthly reports to our deposit reports to check on alignment and fulfillment.

Trevor, we plan to send you the accounting Policies and Procedures to take a look at once Becky has these drafted as well.

Sincerely,

Dave

Dave Guritz  
Director  
Kendall County Forest Preserve District  
(630) 553-4131  
[dguritz@co.kendall.il.us](mailto:dguritz@co.kendall.il.us)



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