

To: KCFPD Programming and Events Committee

From: David Guritz, Director

RE: Preferred Catering Program Review and Overview of Insurance Requirements

Date: June 7, 2017

The District is in contact with 11th Hour Bartending Service for possible enrollment in the District's Preferred Catering Program.

Under the amended General Use Ordinance exceptions, the company is able to extend bartending services provided they have completed the Preferred Catering Program application, and meets the District's required insurance coverage extensions.

Enclosed, please find the current Preferred Catering Program application materials, and an insurance coverage comparison chart for discussion purposes. The chart compares the District's current required coverage amounts to recommendations received from both the Kendall County State's Attorney's Office and Wine-Sergi Insurance.

Recommendation:

Following discussion, consider a motion to forward the amended Preferred Catering Program insurance coverage amounts to match the recommendations received from Wine-Sergi Insurance, Inc. to Commission for approval.

Invitation to Continue Preferred Status | 2017

January 14, 2017

Happy New Year! I hope this letter finds you well. With the New Year brings cleaning of files and updating forms and paperwork. As of right now we have your company listed on our "preferred caterer" list. My question is, are you interested in remaining a preferred caterer with Ellis House and Meadowhawk Lodge? If so, then I would like to invite you to meet with me and update your certificate of insurance, health department permit and inspection report as well as submit your annual fee of \$300.00. I'd also request that when we meet you bring any and all information (i.e. menus) that I can pass along to potential clients on your behalf.

Preferred caterer status comes with benefits!

Ellis House & Meadowhawk Lodge will:

- List you on the website, and provide a link from our website to yours by way of request
- List you in the venue catalog brochures
- Display your brochures and/or menu at expo events attended by our Event Coordinator staff
- Distribute your brochures and menus in our tour folder, given to each person who tours Ellis House or Meadowhawk Lodge for rental purposes
- Invitation to serve at our Ellis House & Meadowhawk Lodge public events held throughout the year

The signed Ellis House and Meadowhawk Lodge Catering Permit, fees and required paperwork must be received before we can continue preferred caterer status and continue advertising your services. **As a reminder neither Ellis House nor Meadowhawk Lodge allow glass beer bottles, this is a safety measure.** Ellis House leases a 40x80 tent from May through October. In addition to the tent we supply 33 – 60" round tables, 12 – 6' banquet tables, 6 – 30" round cocktail tables and 200 white plastic resin chairs. This equipment is only used outside in the tent. Meadowhawk Lodge offers 24 – 60" round tables, 12 – 6' banquet tables, and 150 white plastic chairs.

Please get back to me at your earliest convenience so we can schedule a time to meet. I'm looking forward to working with you and making 2017 a prosperous year for both of us.

Thank you~

Tina Villarreal

Tina Villarreal | Event Coordinator, House Manager
Ellis House and Equestrian Center
13986 McKanna Road, Minooka, IL 60447

www.ellishec.com

Direct: 630.552.5253 | Office: 815.475.4035 | Fax: 815.475.4105



ELLIS HOUSE & EQUESTRIAN
C E N T E R

Ellis House & Meadowhawk Lodge Catering Permit

Business Name: _____

Address: _____

Phone: _____

E-Mail: _____

Liquor License Number: _____

Catering License Number: _____

A **Certificate of Insurance** must be enclosed. The amount of coverage is set at a) commercial general liability for \$2 million, b) motor vehicle liability for \$1 million, c) workers compensation for \$500,000, d) Dram shop insurance for \$1 million and e) excess liability insurance for \$2 million. The Kendall County Forest Preserve District, Ellis House, Meadowhawk Lodge is to be named as additional insured.

Evidence of a current **Health Department Permit** and a copy of the most recent **Food Service Establishment Inspection Report** is required. The report must have been completed within the last six months.

I understand the caterer will be responsible for damages to the house or grounds, caused by any of their staff. The Ellis House, Meadowhawk Lodge and Kendall County Forest Preserve District are not responsible for the damage or loss of merchandise, articles or any property left in the house prior to, during, or after the event. **NO GLASS BEER BOTTLES ALLOWED ON EITHER PROPERTY!**

*I also understand the caterer is responsible for clearing, sweeping and mopping the premises used; house, as well as tent pad and surrounding grounds. **ALL garbage must be removed to the dumpster at the end of the event.** Recycle containers are available for bottles, cans, and cardboard. Caterers are responsible for providing coverings for all tables (guests, bar, buffet, head, gift, etc.) used, and for making provisions for the leftover food and beverages.*

All of the above documentation must accompany this application with an annual **\$300.00** Permit Fee. First time preferred caterers should also submit a **\$200.00** refundable security deposit. The check should be made payable to the Kendall County Forest Preserve District. A liquor license is required for the serving of alcohol.

Signature of Owner

Date*

*Permit is valid from January 1st to December 31st, 2017

Make payments out to: Kendall County Forest Preserve District

Remit all fees and information to:

Ellis House

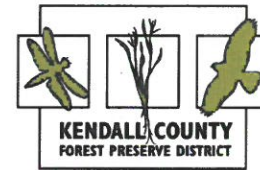
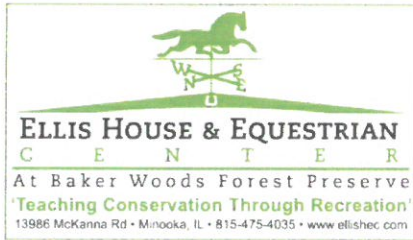
Kendall County Forest Preserve

13986 McKanna Road

Minooka, Illinois 60447

815-475-4035 ~ FAX 815-475-4105

www.ellishec.com ~ info@ellishec.com



Ellis House & Meadowhawk Lodge Catering Guidelines for 2017

Insurance Requirements

- * Commercial general liability insurance 2 million
- * Motor vehicle liability insurance 1 million
- * Excess liability umbrella 2 million
- * Workers compensation \$500,000
- * Liquor Liability insurance 1 million
- Current Health Department Permit
- Food Service inspection report not over six months old
- Liquor License
- Certificate of Insurance naming the Kendall County Forest Preserve District, Ellis House and Meadowhawk Lodge as additional insured.

Catering Permits will be issued after all of the insurance requirements have been met.

The caterer will be responsible for damages to the house or grounds, caused by any of their staff. The Ellis House, Meadowhawk Lodge and Kendall County Forest Preserve District are not responsible for the damage or loss of merchandise, articles or any property left in the house prior to, during, or after the event. **NO GLASS BEER BOTTLES ALLOWED ON EITHER PROPERTY!**

Licensed bartenders must be on staff to serve alcohol. No self-service bars are allowed. Tending to guests as well as supervising the bar is the responsibility of the caterer.

*The caterer is responsible for clearing, sweeping and mopping the premises used; house, tent pad and surrounding grounds. **ALL garbage must be removed to the dumpster at the end of the event.** Recycle containers are available for bottles, cans, and cardboard. Caterers are responsible for providing coverings for all tables (guests, bar, buffet, head, gift, etc.) used, and for making provisions for the left over food and beverages.*

The Ellis House or Meadowhawk Lodge representative will make a final inspection with the designated catering supervisor before the end of the event. They will lock either Ellis House or Meadowhawk Lodge and drive out of the parking lot together.

To: KCFPD Programming and Events Committee
 From: David Guritz, Director
 RE: Preferred Caterers Program - Insurance Requirements Review
 Date: 7-Jun-17

The chart below provides a comparison of the insurance coverage requirements currently in place compared to recommendations received from the State's Attorney's Office and Wine-Sergi Insurance.

Comprehensive General Liability	SAO Recommendations (A.)	Current District Requirements (B.)	Wine Sergi Insurance Recommendations (C.)	
			Catering Firms	Bartending Services
Bodily Injury	\$1M per occurrence; \$2M aggregate	\$2M	Same as SAO	\$1M per; \$1M aggregate
Property Damage	\$1M per occurrence; \$2M aggregate		Same as SAO	\$1M per; \$1M aggregate
Bodily Injury and Property Damage Combined	\$1M per occurrence; \$2M aggregate pp		Same as SAO	\$1M per; \$1M aggregate
Personal Injury	\$2M aggregate per project		Same as SAO	\$1M aggregate per project

OR

Commercial General Liability	SAO Recommendations (A.)	Current District Requirements (B.)	Wine Sergi Insurance Recommendations (C.)
General Aggregate per Project	\$2M	\$2M	Same as SAO
Products Completed Operations Aggregate	\$1M		Same as SAO
Personal and Advertising Injury	\$1M		Same as SAO
Per Occurrence	\$1M		Same as SAO
Medical Expenses (any one person)	\$1,000		Same as SAO

AND

Umbrella Liability per Occurrence	SAO Recommendations (A.)	Current District Requirements (B.)	Wine Sergi Insurance Recommendations (C.)
Per Occurrence	\$5M	\$2M	\$1M
Aggregate	\$5M	\$2M	\$1M

Worker's Compensation

State	SAO Recommendations (A.)	Current District Requirements (B.)	Wine Sergi Insurance Recommendations (C.)
Applicable Federal	Statutory		Statutory
Employer's Liability	Statutory (e.g., Longshoremen's) A, B and C \$500,000	\$500,000	Statutory A, B and C \$500,000

Business Automobile Liability (owned, non-owned and hired vehicles)

Bodily Injury and Property Damage Combined	SAO Recommendations (A.)	Current District Requirements (B.)	Wine Sergi Insurance Recommendations (C.)
	\$1M per occurrence	\$1M	\$1M per occurrence Optional

Liquor Liability Insurance

Liquor Liability Insurance	SAO Recommendations (A.)	Current District Requirements (B.)	Wine Sergi Insurance Recommendations (C.)
	\$1M per occurrence	\$1M	\$1M per occurrence

(A.) Kendall County shall be named as an Additional Insured on a Primary and Non-Contributory basis with respect to all liability coverage, as well as a waiver of subrogation with respect to all liability coverage, including workers' compensation, in favor of Kendall County. Also, Kendall County and shall be designated as the certificate holder.

(B.) The District requires a certificate of insurance naming the Kendall County Forest Preserve District, Ellis House and Meadowhawk Lodge as additionally insured as the certificate holder. The District requires a current Health Department Permit and a Food Service Inspection Report (within past 6-months)

(C.) Wine-Sergi recommends following customary practice for coverage amounts, including securing a certificate of insurance naming the Kendall County Forest Preserve District, Ellis House and Meadowhawk Lodge as additionally insured as the certificate holder. Wine-Sergi recommends that for catering firms, combined general liability + umbrella should be \$4M; \$2M for bartending services.

Recommendations

Staff recommends amending the Preferred Caterer Program insurance coverage amounts to match Wine-Sergi recommendations.

The State's Attorney's Office generally includes some version of the below insurance coverage in all of their contracts. Ultimately, the amount of insurance required is a management decision. The decision regarding how much monetary coverage you want will have to be decided by the FP Commission.

I would suggest you reach out to the insurance company to obtain their recommendation and confirm what coverage is necessary to comply with KCFPD's policy.

(a) Worker's Compensation and Occupational Disease Disability insurance:

- (i) State: Statutory
- (ii) Applicable Federal (e.g., Longshoremen's): Statutory
- (iii) Employer's Liability:
 - (A) \$500,000 per accident
 - (B) \$500,000 disease, policy limit
 - (C) \$500,000 disease, each employee

(b) If written under Comprehensive General Liability Policy Form –

- (i) Bodily injury: \$1,000,000 per occurrence and \$2,000,000 aggregate per project
- (ii) Property damage: \$1,000,000 per occurrence and \$2,000,000 aggregate per project
- (iii) Bodily injury and property damage combined: \$1,000,000 per occurrence and \$2,000,000 aggregate per project
- (iv) Personal injury: \$2,000,000 aggregate per project

(c) If written under commercial general liability policy form:

- (i) \$2,000,000 general aggregate per project;
- (ii) \$1,000,000 products completed operations aggregate
- (iii) \$1,000,000 personal and advertising injury
- (iv) \$1,000,000 per occurrence
- (v) \$1,000 medical expenses (any one person)

(d) Business automobile liability (including owned, non-owned and hired vehicles):

- (i) Bodily injury and property damage combined: \$1,000,000 per occurrence

(e) Umbrella Occurrence:

- (i) \$5,000,000 per occurrence
- (ii) \$5,000,000 aggregate

Kendall County shall be named as an Additional Insured on a Primary and Non-Contributory basis with respect to all liability coverage, as well as a waiver of subrogation with respect to all liability coverage, including workers' compensation, in favor of Kendall County. Also, Kendall County and shall be designated as the certificate holder.

David Guritz

From: Rich Ryan [richr@winesergi.com]
Sent: Wednesday, June 07, 2017 11:43 AM
To: David Guritz
Cc: Jara Reed
Subject: KCFPD & 11th Hour Bartending- Kendall County Forest Preserve Facilities
Attachments: Forest Preserve Kane County COI AUG 2016-AUG 2017.pdf

Good morning Dave,

Regarding the above...11th Hour Bartending

The risk exposures that his operation would present would be:

- **Liquor Liability-** (although- 11th Hour is NOT providing the product...they are supplying the certified bartender to serve and recognize if a guest has been over-served)- Specimen -Lloyds of London Certificate of Liquor Liability- provided by 11th Hour
- **Workers Compensation exposure** Bartenders – supplied for the event/party by 11th Hour- (what is the Employer/Employee Relationship?) assuming that the certified bartender is an independent contractor- what coverage can 11th Hour provide to KCFPD to show evidence that the bartender would be covered – if injured by a patron/guest- ie. if a guest is advised that the bartender cannot serve them any additional beverage etc... Is there a Workers Compensation policy ? In Illinois- a sub-contractor to 11th Hour Bartending- could potentially be required to provide WC coverage to a 1099 subcontractor if they are injured on the job.
I would recommend that you ask what 11th Hour is providing
- **Auto Insurance** it can be assumed that the bartender would have to meet the minimum liability requirements in IL to operate a motor vehicle...so probably no need to do anything further
- **General Liability-** it is recommended that 11th Hour Bartending provided a Certificate for GL- as you would require of any service. Recommend that they check with the agent for their Liquor Liability Policy- many times the underwriter will include General Liability as well.

I think that is about all- but if you have any additional questions, please ask.

Sincerely,

Rich

 **Rich Ryan**
Senior Vice President - Property & Casualty
Wine Sergi Insurance
D | 630.485.5833
F | 630.587.7763
E | richr@winesergi.com

1000 E. Warrenville Road, Suite 101 | Naperville | IL 60563

ACRISURE Agency Partner |  | 

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11th Hour Bartending Service – Insurance Quotes

General Liability-\$1,000,000/2,000,000	\$ 824.00
Hired/Non-Owned Auto-\$1,000,000	\$ 124.00
Umbrella-\$2,000,000	\$1,614.00
Workers Compensation	<u>\$1,377.00</u>
Total	\$3,939.00

To: KCFPD Programming and Events Committee

From: David Guritz, Director

RE: 2017-2018 Proposed Lesson Session Schedules

Date: June 7, 2017

Attachments: CY 2017 and CY 2018 Lesson Sessions Schedule

District staff recommends restructuring Ellis Equestrian Center private and semi-private lesson packages into session offerings.

This change will align the District's lesson sessions to the session schedules offered by Sunrise Center North.

The advantages for switching to a session-based schedule for packages include:

1. Offers a condensed timeframe for completing lesson packages. Clients must complete lesson packages purchased within a structured timeframe.
2. Supports advanced marketing efforts.
3. Provides a better structure to the program to improve staff efficiencies and scheduling.
4. Provides a better overall structure for site program scheduling.

The District's current budget model fits well in terms of overall program capacity within the proposed sessions schedule. Within each six-week session (5 weeks + 1 makeup week), the District is able to accommodate up to 36 private and semi-private lesson slots for each of the 7 sessions:

Session schedule capacity: 7 sessions X 36 lesson slots = **252 total lesson slots**

FY 16-17 Budget: \$170 per package X **147 private lesson packages** = \$24,990

Recommendations:

1. District staff recommends implementation of session-based lesson-package scheduling beginning July 9, 2017.
2. District staff recommends a policy change to allow staff to prorate lesson package purchases for mid-session purchases, and holiday scheduling.

Ellis House Equestrian Riding Program's 2017 Schedule
13986 McKanna Rd.
Minooka, IL 60447
815/467-9332

JULY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER

S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

SESSION DATES

July
 9th Start of Sessions

August
 12th End of Session
 13th – 19th Make-up Week
 20th Start of Session

September
 2nd – 4th NO CLASS HOLIDAY
 23rd End of Session
 24th – 30 Make up week

October
 1st Start of session

November
 4th End of Session
 5th – 11th Make-up Week
 12th Start of Session
 22nd – 26th NO CLASS HOLIDAY

December
 16th End of Session
 17th Make-up Week

OCTOBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Riders are scheduled for 5 consecutive riding lessons per session. If the rider abides by the cancellation policy of **48 hour notice** the rider can reschedule that lesson during make-up week. If a rider is a no-show than the rider will **not** be able to make-up the lesson. If a holiday falls on the rider's scheduled day, the lesson will be deducted from the 5 week session. Payment will be made before each session begins. If you have any questions, please do not hesitate to call 815/ 475-4035.

Ellis Equestrian—2018 Lesson Session Schedule

January							February							March							April										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S				
	1	2	3	4	5	6				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17					
7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								1	2	3	4	5	6	7
21	22	23	24	25	26	27	28	29	30	31								15	16	17	18	19	20	21	22	23	24	25	26	27	28
28	29	30	31																		29	30									

May							June							July							August						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
							3	4	5	6	7	8	9	1	2	3	4	5	6	7	1	2	3	4	5	6	7
6	7	8	9	10	11	12	10	11	12	13	14	15	16	8	9	10	11	12	13	14	8	9	10	11	12	13	14
13	14	15	16	17	18	19	17	18	19	20	21	22	23	15	16	17	18	19	20	21	15	16	17	18	19	20	21
20	21	22	23	24	25	26	24	25	26	27	28	29	30	22	23	24	25	26	27	28	22	23	24	25	26	27	28
27	28	29	30	31									29	30	31	29	30	31	29	30	31	26	27	28	29	30	31

September							October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
							1	2	3	4	5	6	1	2	3	1	2	3	4	5	6	7	8				
							7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
							14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
							21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
							28	29	30	31	28	29	30	31	25	26	27	28	29	30	23	24	25	26	27	28	29
																			30	31							

To: Kendall County Forest Preserve District Programming and Events Committee

From: David Guritz, Director
Emily Dombrowski, Environmental Education Coordinator

RE: Proposed Sponsorship Program

Date: June 7, 2017

2018 Kendall County Forest Preserve District Sponsorship Program

Sponsorship Promotional Platforms:

1. 2018 Events Calendar
2. 2018 Preserve Amenities and Map
3. 2018 Annual Report
4. Forest Preserve Visitor Information Kiosks
5. Kendallforest.com / EllisHEC.com
6. Stepping Stones E-Newsletter (1,400 + subscribers)
7. Facebook Pages (1,500 + followers)
8. Facebook / Instagram Event Ad Promotions (various)

Sponsorship Levels and Benefits

\$2,500 Annual Signature Sponsor (4-available)

Logo Recognition on the 2018 Calendar of Events
Logo Recognition on the 2018 Preserve Amenities and Map
Special Mention and Logo Recognition in the 2018 Annual Report to the Community
Logo Recognition on all Event Posters and Electronic Promotions
Logo Recognition and Link on Kendallforest.com and EllisHEC.com
Logo Recognition and Link in the District's Quarterly E-Newsletters

\$1,000 Calendar of Events Sponsor (4-available)

Logo Recognition on the 2018 Calendar of Events
Logo Recognition on the 2018 Preserve Amenities and Map
Special Mention and Logo recognition in the 2018 Annual Report to the Community
Name Recognition on all Event Posters and Electronic Promotions
Name Recognition with Hyperlink on Kendallforest.com and Ellis HEC.com
Name Recognition with Hyperlink in the District's Quarterly E-Newsletters

\$500 Event Premier Sponsor (5-available per event) – Cash or In-Kind

Logo Recognition on Selected Event Promotional Posters
Logo Recognition and Link on Kendallforest.com and EllisHEC.com
Name Recognition with Hyperlink in the District's Quarterly E-Newsletters

\$250 Event Supporting Sponsor (4 available) - Cash or In-Kind

**Logo Recognition on Selected Event Promotional Poster and/or program
Logo Recognition with Hyperlink in winter or spring E-Newsletter**

\$100 Event Supporting Sponsor (5 available) – Cash or In-Kind

**Name Recognition on Selected Event Promotional Poster and/ or program
Name Recognition on Kendallforest.com and EllisHEC.com**

2018 Calendar of Events

January	Natural Areas Seminar(s) & Volunteer Training Plants of Concern; Volunteer Stewards; Calling Frog Survey; Bird Conservation Network; Butterfly Monitoring
February	Ellis House Bridal Expo Project Maramech – Illinois Nature Preserve Stewardship Projects
March	Making Maple Magic
April	Earth Day Celebration- Hoover Nature Play Space
May	Kids' Fishing Derby
June	Pollinator Potluck- Volunteer Appreciation Picnic
July	Illinois Wildlife – Live Animal Presentation
August	Ellis House & Equestrian Center Fundraiser
September	Fall Birding & Hiking Series
October	Fall/ Halloween Family Event
November	Turkey Talk- Thanksgiving Themed Family Program
December	Historic Courthouse Holiday Program

Special Events Policy
Kendall County Forest Preserve District

The Kendall County Forest Preserve District will allow Special Events that it deems to be in the public interest to be held on District property. A Special Event will be defined as an event in which District property will be used in a manner that is inconsistent with normal preserve activities, such as an event that involves the sale of concessions and/or other goods and services, the use of temporary structures, or multi-day events.

These Events will not be allowed to disturb the natural resources of the District in any way, and will only be allowed on District properties where the District deems there to be adequate facilities.

- Those persons, groups, or organizations requesting to hold a Special Event on District property will have to obtain a Special Event Permit from the District.
- A two month lead time is required.
- All events are required to supply an itinerary at time of application.
- Business, churches, scouts, school groups, etc. require a Certificate of Insurance naming Kendall County Forest Preserve District as an Additional Insured.

The Special Event Permit fee is in addition to the reservation fee for the location where your event is being held. Reservations may be made up to one year in advance.

The District staff shall, with the concurrence of the Forest Preserve Committee, award the Special Event Permits.

**Special Event Permit Application
Kendall County Forest Preserve District**

Instructions: Please sign the form and return it, along with the appropriate insurance certificate to:

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

Please submit application at least two months prior to the Special Event.

Applicant Information:

Event Name: _____ Organization: Fox River Trail Rider's Association

Contact Person: Terry Benson

Address: _____ County: Kendall
Street City State Zip

Telephone: Home: () _____ Cell: 630-780-7864

E-mail: 4btackshop@gmail.com

Special Event Information:

Name of Forest Preserve: Hoover Forest Preserve Date(s): June 24, 2017

Event: Fox River Trail Rider's Association Sponsored Ride

Estimated Attendance: Up to 80 trailers (Terry – please confirm)

Arrival Time (includes set-up): _____

Departure Time (includes take down): _____

Will this Special Event include:

A = \$ 50.00

- | | Yes | No |
|---|-----|-----|
| 1. The use of temporary structures? | X | ___ |
| 2. Collecting/Charging an entrance or registration fee? | X | ___ |

3. Selling concessions/food?	___	<u>X</u>
Will this Special Event include:	Yes	No

A = \$ 50.00 (continued)

4. Selling goods and services?	___	<u>X</u>
5. Electronically amplified sound?	___	<u>X</u>

B = \$ 150.00

6. Business uses in Preserve?	___	<u>X</u>
7. Group larger than 250 people?	___	<u>X</u>
8. Extensive Use of grounds?	___	<u>X</u>

Permitted use of overflow parking for trailers.

C = \$ 250.00

9. Extensive Use of staff time?	___	<u>X</u>
10. Closes and/or limits part(s) of preserve to other users?	___	<u>X</u>

▶ Permittee will be charged only for the highest category (A, B, or C) that is checked.

Description of the Special Event, including details of any 'Yes' answers from above:

Fox Valley Trail Riders is requesting permitted use of parking areas and trails at Hoover Forest Preserve for a hosted trail ride on the designated horse trail at Hoover Forest Preserve.

Applicant's Signature: _____

Date: _____

Special Event Agreement
Kendall County Forest Preserve District

The Kendall County Forest Preserve District (District) and _____ (Permittee) agrees as follows:

1. The Permittee shall meet the following insurance requirements:
 - A. Permittee shall have general liability coverage of \$1,000,000 per occurrence.
 - B. Certificates of Insurance must state the following: *The Kendall County Forest Preserve District is an additional insured on a primary and non-contributory basis.*
2. The Permittee shall pay the District \$_____ for this approved Special Event Permit. Payment is due upon approval of permit.
3. The Permittee agrees to indemnify and hold harmless the District against any and all claims, losses, suits, and damages against the District arising, directly or indirectly out of the use of District premises or performance of this Special Event Agreement, specifically including claims resulting from any act or omission of the Permittee and the District, individually, and/or jointly and severally.
4. If concessions/food is to be sold at the Special Event, the vendors must comply with all requirements and regulations of the Illinois Department of Health and/or other governmental bodies having control over such vending operations, including the Kendall County Health and Human Services Department. The vendor shall possess all food and beverage dispensing licenses, taxes, and permits that are required by law.
5. The Permittee shall limit the Special Event activities to those described in the Special Use Permit Application.
6. The Permittee shall follow all District rules and regulations (see attached).
7. The Special Event Permit and the Permittee shall be present on-site at the Special Event.
8. The attached itinerary shall be a part of the Special Event Agreement.

Kendall County Forest Preserve District:

Signed: _____, Director / President

Permittee:

Signed: _____

Date: _____

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

FOREST PRESERVES & PROGRAMS

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Beginning Balance	\$	317,672	\$	249,695		
Revenue						
Revenue - Administration	65.9%	719,815	699,187	255,328	(91,952)	-36%
Revenue - Ellis House & Equestrian Center	12.6%	138,005	115,350	42,719	7,478	18%
Revenue - Hoover FP	5.5%	60,025	53,525	26,852	10,002	37%
Revenue - Env. Education	15.1%	165,038	138,370	63,862	5,012	8%
Revenue - Natural Area Volunteers	0.2%	2,000	2,000	-	2,425	
Revenue - Grounds & Natural Resources	0.7%	7,200	5,835	3,580	(1,375)	-38%
Total Revenue	100.0%	1,092,083	1,014,267	392,341	(68,410)	-17%
Expenditure						
Expenditure - Administration	26.8%	289,117	266,141	109,230	875	1%
Expenditure - Ellis House & Equestrian Center	17.0%	183,713	158,694	59,135	20,620	35%
Expenditure - Hoover FP	15.3%	165,465	188,319	67,554	18,838	28%
Expenditure - Env. Education	13.7%	148,213	136,540	57,431	15,406	27%
Expenditure - Natural Area Volunteers	0.0%	500	500	-	634	
Expenditure - Grounds & Natural Resources	27.2%	293,706	257,380	131,173	(1,949)	-1%
Total Expenditure	100.0%	1,080,714	1,007,574	424,523	54,425	13%
ENDING BAL		\$329,041	\$256,388	\$217,513	(\$54,858)	-25.2%
Surplus/(Deficit)		\$ 11,369	\$ 6,693	\$ (32,182)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

FOREST PRESERVE CATEGORIES

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Beginning Balance	\$	317,672	\$	249,695		
Revenue						
Property Tax	552,815	45,364	544,343	63,358	(17,994)	-28%
Interest Income	170	88	134	78	10	13%
Other Income	2,000	2,705	2,705	4,624	(1,919)	-41%
Donations	7,000	8,794	6,500	257	8,537	3322%
Program Revenue	342,668	145,397	284,180	124,482	20,915	17%
Grants	1,000	-	1,000	340	(340)	-100%
Farm License Revenue	161,030	112,660	154,710	186,717	(74,057)	-40%
Security Deposits	22,100	7,853	20,500	11,744	(3,891)	-33%
Credit Card Revenue	3,300	1,069	3,900	740	329	44%
Total Revenue	1,092,083	323,931	1,014,267	392,340	(68,410)	-17%
Expenditure						
Personnel	586,064	282,931	518,974	241,472	41,459	17%
Employee Benefits	227,277	77,246	227,628	74,508	2,738	4%
Contractual	63,690	37,099	55,498	27,718	9,381	34%
Commodities	139,310	62,513	144,324	53,527	8,986	17%
Other	64,373	19,159	61,150	27,299	(8,139)	-30%
Total Expenditure	1,080,714	478,948	1,007,574	424,524	54,424	13%
ENDING BAL	\$329,041	\$ 162,655	\$256,388	\$ 217,512	(\$54,857)	-25.2%
Surplus/(Deficit)	\$ 11,369	\$ (155,017)	\$ 6,693	\$ (32,183)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ADMINISTRATION

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Property Tax	552,815	45,364	544,343	63,358	(17,994)	-28%
Interest Income	170	88	134	78	10	13%
Other Income	2,000	2,705	4,624	-	(1,919)	-41%
Donations	500	1,490	-	1,490	1,490	
Farm License Revenue	161,030	112,660	154,710	186,717	(74,057)	-40%
Security Deposit Revenue						
Credit Card Revenue	3,300	1,069	-	550	519	94%
Program Revenue						
Total Revenue	719,815	163,376	699,187	255,327	(91,951)	-36%
Expenditure						
Personnel	134,330	64,965	125,300	70,826	(5,861)	-8%
Employee Benefits	100,784	21,200	96,243	20,099	1,101	5%
Contractual	20,450	11,717	15,408	11,040	677	6%
Commodities	21,100	11,558	19,350	7,234	4,324	60%
Other	12,453	666	9,840	31	635	2048%
Total Expenditure	289,117	110,105	266,141	109,230	875	1%
Surplus/(Deficit)	\$ 430,698	\$ (109,036)	\$ 433,046	\$ (108,680)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ELLIS HOUSE & EQUESTRIAN CENTER

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	2,000	-	2,000	257	(257)	-100%
Security Deposit	15,600	1,670	15,000	7,000	(5,330)	-76%
Credit Card Revenue	-	-	2,650	150	(150)	-100%
Program Revenue	120,405	48,527	95,700	35,313	13,214	37%
Total Revenue	138,005	50,197	115,350	42,720	7,477	18%
Expenditure						
Personnel	84,257	39,208	65,850	26,922	12,286	46%
Employee Benefits	13,526	6,538	11,274	4,946	1,592	32%
Contractual	24,600	16,951	24,600	8,486	8,465	100%
Commodities	33,410	8,189	26,910	9,022	(833)	-9%
Other	27,920	8,869	30,060	9,758	(889)	-9%
Total Expenditure	183,713	79,755	158,694	59,134	20,621	35%
Surplus/(Deficit)	\$ (45,708)	\$ (29,558)	\$ (43,344)	\$ (16,414)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

HOOVER FOREST PRESERVE

Revenue

Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

0.0%
89.2%
10.8%
0.0%
100.0%

Expenditure

Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

51.3%
15.8%
0.0%
28.9%
3.9%
100.0%

Surplus/(Deficit)

Current Year FY17		Prior Year FY16		YTD Variance	
Budget	YTD	Budget	YTD	\$ Change	% Change
-	-	46,775	22,068	-	39%
53,525	30,671	5,500	4,744	8,603	39%
6,500	6,183	1,250	40	1,439	30%
-	-	53,525	26,852	(40)	-100%
60,025	36,854	53,525	26,852	10,002	37%
84,946	40,222	79,114	24,559	15,663	64%
26,119	11,785	49,441	16,364	(4,579)	-28%
-	-	-	-	-	-
47,900	30,901	53,014	23,678	7,223	31%
6,500	3,484	6,750	2,952	532	18%
165,465	86,392	188,319	67,553	18,839	28%
\$ (105,440) \$ (49,538)		\$ (134,794) \$ (40,701)			

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

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 FY17		
	Budget	YTD	%
	2,500	4,879	195.2%
	-	-	0.0%
	162,538	63,995	39.4%
	165,038	68,874	41.7%
	120,543	61,239	50.8%
	18,270	8,843	48.4%
	-	-	0.0%
	9,400	2,754	29.3%
	-	-	0.0%
	148,213	72,837	49.1%
	\$ 16,825	\$ (3,963)	

	Prior Year FY16		
	Budget	YTD	%
	2,500		0.0%
	135,870	63,862	47.0%
	138,370	63,862	46.2%
	102,684	47,241	46.0%
	15,806	7,238	45.8%
	-	-	
	18,050	2,952	16.4%
	136,540	57,431	42.1%
	\$ 1,830	\$ 6,431	

	YTD Variance	
	\$ Change	% Change
	4,879	
	-	
	-	0%
	5,012	8%
	13,998	30%
	1,605	22%
	-	
	(198)	-7%
	15,406	27%

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

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 FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
100.0%	2,000	2,425	121.3%	2,000	-	0.0%
0.0%	-	-	-	-	-	-
0.0%	-	-	-	-	-	-
0.0%	-	-	-	-	-	-
100.0%	2,000	2,425	121.3%	2,000	-	0.0%
0.0%	-	-	-	-	-	-
0.0%	-	-	-	-	-	-
0.0%	-	-	-	-	-	-
100.0%	500	634	126.9%	500	634	634
0.0%	-	-	-	-	-	-
100.0%	500	634	126.9%	500	634	634
	\$ 1,500	\$ 1,791		\$ 1,500	\$ -	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

GROUNDS & NATURAL RESOURCES

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations						
Grants	1,000	-		340	(340)	
Credit Card Revenue						
Program Revenue	6,200	2,205	5,835	3,240	(1,035)	-32%
Total Revenue	7,200	2,205	5,835	3,580	(1,375)	-38%
Expenditure						
Personnel	161,988	77,297	146,025	71,923	5,374	7%
Employee Benefits	68,578	28,879	54,865	25,861	3,018	12%
Contractual	18,640	8,431	15,490	8,191	240	3%
Commodities	27,000	8,476	26,500	10,640	(2,164)	-20%
Other	17,500	6,140	14,500	14,558	(8,418)	-58%
Total Expenditure	293,706	129,224	257,380	131,173	(1,949)	-1%
Surplus/(Deficit)	\$ (286,506)	\$ (127,019)	\$ (251,545)	\$ (127,593)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ELLIS HOUSE - 100

Revenue
Donations
Security Deposit
Credit Card Revenue
Ellis Programs
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-	-	-	-	-
	-	-	2,650	-	-	-
	-	-	2,650	-	-	0.0%
	7,962	5,243	7,400	3,343	1,900	57%
	1,330	905	1,095	561	344	61%
	-	-	-	-	-	-
	8,950	3,299	8,650	3,268	31	1%
	8,000	3,073	7,590	3,645	(572)	-16%
	26,242	12,519	24,735	10,817	1,702	16%
	\$ (26,242)	\$ (12,519)	\$ (22,085)	\$ (10,817)		

30.3%
5.1%
0.0%
34.1%
30.5%
100.0%

ELLIS BARN - 101

Revenue
Donations
Security Deposit
Credit Card Revenue
Ellis Programs
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-	-	-	-	-
	-	-	7,400	2,492	454	18%
	-	-	1,095	462	84	18%
	-	-	7,650	689	734	106%
	2,000	1,375	2,590	463	912	197%
	18,943	6,289	18,735	4,106	2,183	53%
	\$ (18,943)	\$ (6,289)	\$ (18,735)	\$ (4,106)		

42.0%
7.0%
0.0%
40.4%
10.6%
100.0%

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ELLIS GROUNDS - 101

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Security Deposit	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Ellis Programs	-	-	-	-	-	-
Total Revenue	-	-	-	-	-	-
Expenditure						
Personnel	15,925	5,165	14,800	3,407	1,758	52%
Employee Benefits	2,660	962	2,191	657	305	46%
Contractual	-	-	-	-	-	-
Commodities	-	-	-	-	-	-
Other	2,320	3,562	2,320	3,664	(102)	-3%
Total Expenditure	20,905	9,688	19,311	7,728	1,960	25%
Surplus/(Deficit)	\$(20,905)	\$(9,688)	\$(19,311)	\$(7,728)		

ELLIS CAMPS - 110

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Security Deposit	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Ellis Programs	13,000	420	13,000	1,210	(790)	-65%
Total Revenue	13,000	420	13,000	1,210	(790)	-65%
Expenditure						
Personnel	8,000	26	6,625	893	(867)	-97%
Employee Benefits	1,164	2	1,222	198	(196)	-99%
Contractual	1,375	-	1,375	430	(430)	-100%
Commodities	1,915	(53)	1,915	14	(67)	-479%
Other	-	-	300	-	-	-
Total Expenditure	12,454	(25)	11,437	1,535	(1,560)	-102%
Surplus/(Deficit)	546	445	1,563	(325)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ELLIS RIDING LESSONS - 111

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		-	2,000	257	(257)	-100%
Security Deposit		-			-	
Credit Card Revenue		-			-	
Ellis Programs	24,905	8,190	23,000	10,426	(2,236)	-21%
Total Revenue	24,905	8,190	25,000	10,683	(2,493)	-23%
Expenditure						
Personnel	16,000	12,082	13,250	8,926	3,156	35%
Employee Benefits	2,327	1,755	2,445	1,484	271	18%
Contractual	2,750	1,155	2,750	1,174	(19)	-2%
Commodities	1,815	1,822	1,815	1,933	(111)	-6%
Other	-	-	750			
Total Expenditure	22,892	16,814	21,010	13,517	3,297	24%
Surplus/(Deficit)	\$ 4,013	\$ (8,624)	\$ 3,990	\$ (2,834)		

ELLIS BIRTHDAY PARTIES - 112

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		-			-	
Security Deposit		-			-	
Credit Card Revenue		-			-	
Ellis Programs	9,500	1,756	11,000	4,221	(2,465)	-58%
Total Revenue	9,500	1,756	11,000	4,221	(2,465)	-58%
Expenditure						
Personnel	6,456	918	6,625	1,503	(585)	-39%
Employee Benefits	1,164	163	1,222	309	(146)	-47%
Contractual	1,375	-	1,375	430	(430)	-100%
Commodities	3,405	132	3,405	37	95	256%
Other	-	-	350	100	(100)	-100%
Total Expenditure	12,400	1,213	12,977	2,379	(1,166)	-49%
Surplus/(Deficit)	\$ (2,900)	\$ 543	\$ (1,977)	\$ 1,842		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ELLIS PUBLIC PROGRAMS - 113

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
Revenue						
Donations	-	-		-	-	
Security Deposit	-	-		-	-	
Credit Card Revenue	-	-		-	-	
Ellis Programs	2,100	1,464		66	66	2118%
Total Revenue	2,100	1,464		-	66	2118%
	100.0%					
	100.0%					
Expenditure						
Personnel	1,890	642	34.0%		642	
Employee Benefits	-	90		-	90	
Contractual	-	-			-	
Commodities	-	-		800	-	
Other	-	-		-	-	
	9.0%					
Total Expenditure	1,890	732	38.7%	800	732	
	100.0%					
Surplus/(Deficit)	\$ 210	\$ 732		\$ (800)	\$ 66	0.0%

ELLIS SUNRISE CENTER - 114

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
Revenue						
Donations	-	-		-	-	
Security Deposit	-	-		-	-	
Credit Card Revenue	-	-		-	-	
Ellis Programs	19,200	8,000		-	-	
Total Revenue	19,200	8,000		-	8,000	
	100.0%					
	100.0%					
Expenditure						
Personnel	6,864	4,681	68.2%		4,681	
Employee Benefits	1,284	771	60.0%		771	
Contractual	-	-			-	
Commodities	4,800	305	6.4%		305	
Other	-	-			-	
	0.0%					
Total Expenditure	12,948	5,756	44.5%	-	5,756	
	100.0%					
Surplus/(Deficit)	\$ 6,252	\$ 2,244		\$ -	\$ -	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ELLIS WEDDINGS - 120

Revenue
Donations
Security Deposit
Credit Card Revenue
Ellis Programs
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Budget	YTD	%
Donations	-	-	
Security Deposit	15,000	1,000	
Credit Card Revenue	-	-	
Ellis Programs	43,200	25,755	
Total Revenue	58,200	26,755	
Personnel	11,197	7,507	67.0%
Employee Benefits	2,000	1,344	67.2%
Contractual	19,100	15,796	
Commodities	2,075	941	
Other	15,000	860	
Total Expenditure	49,372	26,448	53.6%
Surplus/(Deficit)	\$ 8,828	\$ 307	

	Budget	YTD	%
Donations	-	-	
Security Deposit	15,000	7,000	
Credit Card Revenue	-	-	
Ellis Programs	42,900	13,963	
Total Revenue	57,900	20,963	
Personnel	9,750	6,358	65.2%
Employee Benefits	1,798	1,210	
Contractual	19,100	6,453	33.8%
Commodities	2,075	1,858	89.5%
Other	16,100	1,886	
Total Expenditure	48,823	17,765	36.4%
Surplus/(Deficit)	\$ 9,077	\$ 3,198	

	YTD Variance	
	\$ Change	% Change
Donations	-	
Security Deposit	(6,000)	-86%
Credit Card Revenue	-	
Ellis Programs	11,792	84%
Total Revenue	5,792	28%
Personnel	1,149	18%
Employee Benefits	134	11%
Contractual	9,343	145%
Commodities	(917)	-49%
Other	(1,026)	-54%
Total Expenditure	8,683	49%

ELLIS OTHER RENTALS - 121

Revenue
Donations
Security Deposit
Credit Card Revenue
Ellis Programs
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Budget	YTD	%
Donations	-	-	
Security Deposit	600	670	
Credit Card Revenue	-	-	
Ellis Programs	4,500	1,927	
Total Revenue	5,100	2,597	
Personnel	2,000	-	0.0%
Employee Benefits	200	-	0.0%
Contractual	-	-	
Commodities	-	-	
Other	600	-	
Total Expenditure	2,800	-	0.0%
Surplus/(Deficit)	\$ 2,300	\$ 2,597	

	Budget	YTD	%
Donations	-	-	
Security Deposit	600	670	
Credit Card Revenue	-	-	
Ellis Programs	1,800	3,661	
Total Revenue	1,800	3,811	
Personnel	-	-	
Employee Benefits	-	-	
Contractual	-	-	
Commodities	-	-	
Other	60	-	
Total Expenditure	60	-	
Surplus/(Deficit)	\$ 1,740	\$ 3,811	

	YTD Variance	
	\$ Change	% Change
Donations	-	
Security Deposit	670	
Credit Card Revenue	(150)	
Ellis Programs	(1,734)	
Total Revenue	(1,214)	
Personnel	-	
Employee Benefits	-	
Contractual	-	
Commodities	-	
Other	-	
Total Expenditure	-	

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ELLIS 5K - 130

Revenue
Donations
Security Deposit
Credit Card Revenue
Ellis Programs
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Budget	YTD	%
	-	-	
	-	-	
	-	-	
	1,570	1,015	
	1,570	1,015	
	-	-	0.0%
	67	-	3.2%
	-	-	0.0%
	2,000	234	96.8%
	-	-	0.0%
	2,067	234	11.3%
	\$ (497)	\$ 782	

	Budget	YTD	%
	4,000	1,765	
	4,000	1,765	
	206	65	
	-	-	
	600	1,224	
	806	1,289	159.9%
	\$ 3,194	\$ 476	

	YTD Variance	
	\$ Change	% Change
	-	-
	-	-
	-	-
	(750)	-42%
	(750)	-42%
	-	-
	(65)	-
	-	-
	(991)	-81%
	-	-
	(1,056)	-82%

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

HOOVER GROUNDS - 200

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-			-	
Security Deposit	5,000	3,544			3,544	
Credit Card Revenue	-	-			-	
Program Revenue	-	-	1,250	40	(40)	-100%
Total Revenue	5,000	3,544	1,250	40	3,504	8761%
Expenditure						
Personnel	42,472	18,287	39,558	12,352	5,935	48%
Employee Benefits	13,059	5,531	24,721	8,068	(2,537)	-31%
Contractual	-	-	-	-	-	
Commodities	47,900	30,901	53,014	23,678	7,223	31%
Other	6,500	3,484	6,750	2,952	532	18%
Total Expenditure	109,931	58,203	124,043	47,050	11,153	24%
Surplus/(Deficit)	\$ (104,931)	\$ (54,659)	\$ (122,793)	\$ (47,010)		

HOOVER BUNKHOUSE - 201

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-			-	
Security Deposit	33,525	19,283	33,525	16,288	2,995	18%
Credit Card Revenue	1,500	2,800	4,125	900	1,900	211%
Program Revenue	-	-			-	
Total Revenue	35,025	22,083	37,650	17,188	4,895	28%
Expenditure						
Personnel	21,236	10,970	19,778	6,243	4,727	76%
Employee Benefits	6,530	3,105	12,360	3,995	(890)	-22%
Contractual	-	-			-	
Commodities	-	-			-	
Other	-	-			-	
Total Expenditure	27,766	14,075	32,138	10,238	3,837	37%
Surplus/(Deficit)	\$ 7,259	\$ 8,007	\$ 5,512	\$ 6,950		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

HOOVER CAMPSITE - 202

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Security Deposit	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	4,500	1,790	3,750	2,025	(235)	-12%
Total Revenue	4,500	1,790	3,750	2,025	(235)	-12%
	100.0%	100.0%				
Expenditure						
Personnel	10,619	5,486	9,889	2,987	2,499	84%
Employee Benefits	3,265	1,575	6,180	1,990	(415)	-21%
Contractual	-	-	-	-	-	-
Commodities	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Expenditure	13,884	7,061	16,069	4,977	2,084	42%
	100.0%	100.0%				
Surplus/(Deficit)	\$ (9,384)	\$ (5,271)	\$ (12,319)	\$ (2,952)		

HOOVER MEADOWHAWK LODGE - 203

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Security Deposit	5,000	3,383	1,375	3,844	(461)	-12%
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	10,500	6,054	9,500	3,755	2,299	61%
Total Revenue	15,500	9,437	10,875	7,599	1,838	24%
	100.0%	100.0%				
Expenditure						
Personnel	10,619	5,479	9,889	2,977	2,502	84%
Employee Benefits	3,265	1,574	6,180	2,312	(738)	-32%
Contractual	-	-	-	-	-	-
Commodities	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Expenditure	13,884	7,053	16,069	5,289	1,764	33%
	100.0%	100.0%				
Surplus/(Deficit)	\$ 1,616	\$ 2,384	\$ (5,194)	\$ 2,310		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ENVIRONMENTAL EDUCATION - 300

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		-			-	
Security Deposit					-	
Credit Card Revenue					-	
Program Revenue					-	
Total Revenue	500	500	500	-	-	
Expenditure						
Personnel					-	
Employee Benefits					-	
Contractual					-	
Commodities					-	
Other					-	
Total Expenditure	-	-	-	-	-	
Surplus/(Deficit)	\$ 500	\$ -	\$ 500	\$ -	\$ -	16%

ENV. EDUCATION SCHOOL PROGRAMS - 301

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations					-	
Security Deposit					-	
Credit Card Revenue					-	
Program Revenue					(4,171)	-22%
Total Revenue	35,960	14,373	44,000	18,544	(4,171)	-22%
Expenditure						
Personnel					3,247	18%
Employee Benefits					72	3%
Contractual					-	
Commodities					(3)	-3%
Other					-	
Total Expenditure	41,999	23,445	37,663	20,129	3,316	16%
Surplus/(Deficit)	\$ (6,039)	\$ (9,072)	\$ 6,337	\$ (1,585)	\$ -	16%

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ENV. EDUCATION CAMPS - 302

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		-			-	
Security Deposit					-	
Credit Card Revenue		16,950	32,970	16,490	460	3%
Program Revenue	39,118	16,950	32,970	16,490	460	3%
Total Revenue	100.0%					
100.0%						
Expenditure						
Personnel		1,412	24,652	2,052	(640)	-31%
Employee Benefits		330	4,111	353	(23)	-7%
Contractual		-	4,200		194	
Commodities		3,000				
Other		-				
0.0%						
Total Expenditure	32,794	1,936	32,963	2,405	(469)	-20%
100.0%						
Surplus/(Deficit)	\$ 6,324	\$ 15,014	\$ 7	\$ 14,085		

ENV. EDUCATION NATURAL BEGINNINGS - 303

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		4,879	2,000		4,879	
Security Deposit					-	
Credit Card Revenue		29,948	52,900	28,089	1,859	7%
Program Revenue	83,460	34,827	54,900	28,089	6,738	24%
Total Revenue	97.7%					
100.0%						
100.0%						
Expenditure						
Personnel		34,985	41,711	24,421	10,564	43%
Employee Benefits		5,492	6,298	3,999	1,493	37%
Contractual		-	3,000	898	980	109%
Commodities		4,000				
Other		-				
0.0%						
Total Expenditure	65,960	42,355	51,009	29,318	13,037	44%
100.0%						
Surplus/(Deficit)	\$ 19,500	\$ (7,529)	\$ 3,891	\$ (1,229)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ENV. EDUCATION PUBLIC PROGRAMS - 304

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations					-	
Security Deposit					-	
Credit Card Revenue					-	
Program Revenue	4,000	2,724	6,000	740	1,984	268%
Total Revenue	4,000	2,724	6,000	740	1,984	268%
	100.0%	68.1%		12.3%		
Expenditure						
Personnel	3,500	3,144	3,244	2,156	988	46%
Employee Benefits	500	396	641	353	43	12%
Contractual	-	-			-	
Commodities	700	266	1,000	291	(25)	-9%
Other	-	-			-	
Total Expenditure	4,700	3,806	4,885	2,800	1,006	36%
	100.0%	81.0%		57.3%		
Surplus/(Deficit)	\$(700)	\$(1,082)	\$1,115	\$(2,060)		

ENV. EDUCATION LAWS OF NATURE - 305

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations					-	
Security Deposit					-	
Credit Card Revenue					-	
Program Revenue	-	-	-	-	-	
Total Revenue	-	-	-	-	-	
Expenditure						
Personnel	1,750	799	1,040	1,007	(208)	-21%
Employee Benefits	250	125	80	107	18	17%
Contractual	-	-			-	
Commodities	750	319	1,000	414	(95)	-23%
Other	-	-			-	
Total Expenditure	2,750	1,243	2,120	1,528	(285)	-19%
	100.0%	45.2%		72.1%		
Surplus/(Deficit)	\$(2,750)	\$(1,243)	\$(2,120)	\$(1,528)		

Kendall County Forest Preserve
Income Statement
For Period Ended 5/31/17

6 Month Budget Percent = 50.0%

ENV. EDUCATION OTHER PROGRAMS - 306

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

	Current Year FY17		Prior Year FY16		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
	-	-		-	-	
	-	-		-	-	
	1,750	47	2.7%		47	
	250	4	1.4%		4	
	-	-			-	
	750	-	0.0%	7,900	1,250	(1,250)
	-	-	0.0%		-	
	2,750	51	1.8%	7,900	1,250	(1,199)
	\$ (2,750)	\$ (51)		\$ (7,900)	\$ (1,250)	-96%