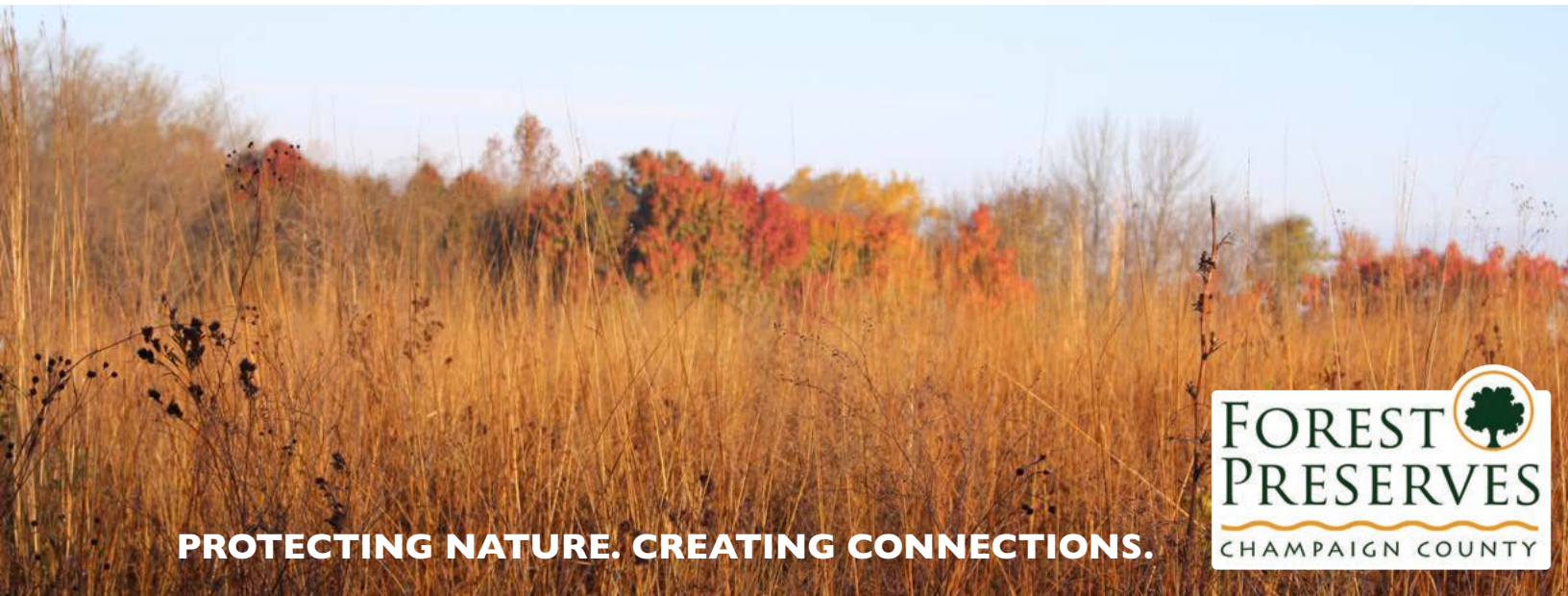
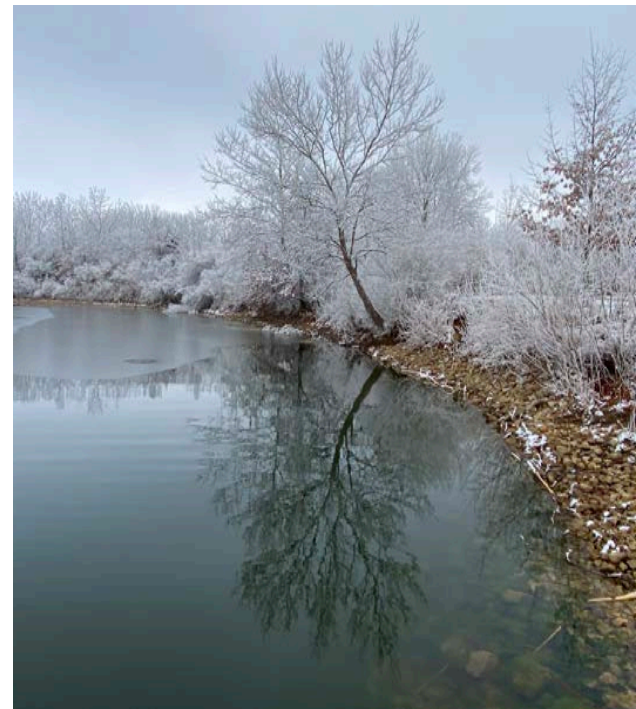




# Champaign County Forest Preserve District 2021 Management Plan and Budget



**PROTECTING NATURE. CREATING CONNECTIONS.**



# Champaign County Forest Preserve District Mahomet, Illinois

Principal Officials  
January 1, 2021

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## **BOARD OF COMMISSIONERS**

Andrew Kerins, President

Sarah Livesay, Vice President

Scott Hays, Secretary

Bobbie Herakovich, Assistant Secretary / Treasurer

William G. Goodman, Treasurer



## **Management Team**

Mary Ellen Wuellner, Executive Director

Michael Daab, Deputy Director for Planning and Development

John Baker, Business and Finance Director

Blair Balbach, Assistant Business and Finance Director

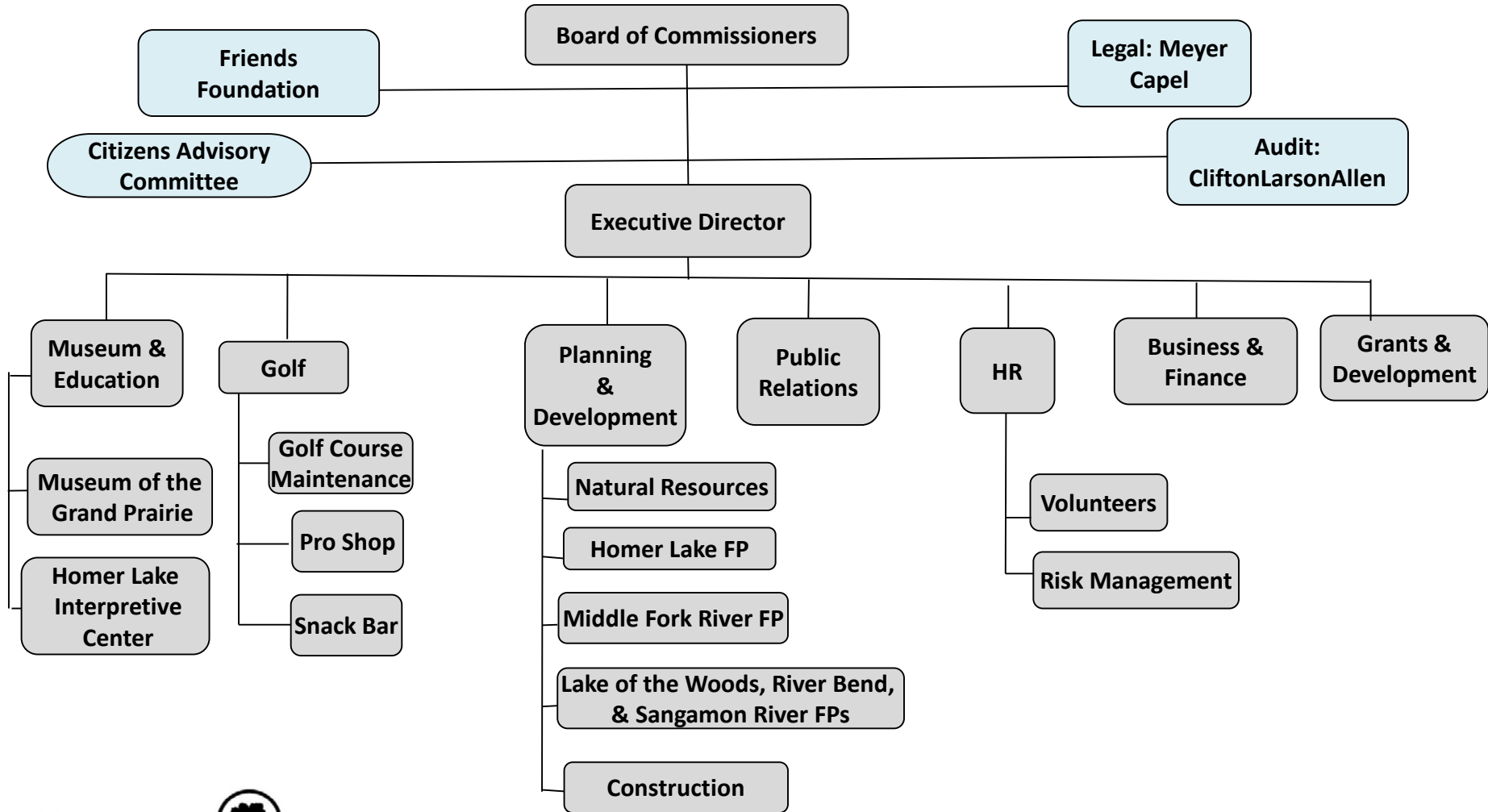
Lisa Sprinkle, Marketing Director

Dara Edgington, Human Resources Generalist

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# 2021 Organizational Chart



January 1, 2021

Honorable Commissioners and Residents of Champaign County,

The Champaign County Forest Preserve District staff is pleased to present this 2021 Management Plan and Budget for your review. Organized in 1935 by public referendum the Champaign County Forest Preserve District began operation in 1948 with 260 acres surrounding a small lake near Mahomet, Illinois. The District is a special district unit of local government and exists as authorized by the State of Illinois Downstate Forest Preserve District statute. Presently the District owns and operates 4,028 acres of prairies, forests, savannas and wetlands. Seven preserves are located across Champaign County with no county resident further than thirty minutes from one of the preserves.

**Special Thanks** - On November 3, 2020, Champaign County voters approved a limiting rate referendum for the District increasing it from .0873 to .1033 which will generate approximately \$750,000 annually to address the maintenance, restoration, and reconstruction of many of the District's aging buildings, facilities, and infrastructure. The Board of Commissioners and staff of the Forest Preserve District thank the public for recognizing the need for these additional dollars and for voting in favor of this referendum.

This management plan and budget outlines District operational and capital project priorities for the 2021 fiscal (calendar) year. The Champaign County Forest Preserve District 2020-2024 strategic plan guides the agency's work and budget.

The District Vision:

**PROTECTING NATURE, CREATING CONNECTIONS**

The District Mission:

**PROTECTING CHAMPAIGN COUNTY NATURAL AND CULTURAL RESOURCES  
AND INSPIRING PEOPLE TO CARE FOR, ENJOY AND EXPLORE OUR NATURAL WORLD.**

**2020 in Retrospect** – The year 2020 presented special challenges for Champaign County Forest Preserve District visitors and employees due to the COVID-19 world-wide pandemic. Like most other public and private sector organizations, we were forced to temporarily close our indoor facilities and limit the use of many outdoor recreational amenities to ensure the safety of the public and employees. As possible, we were able to devise innovative solutions that met safety protocols to continue providing the Champaign County community with high quality outdoor experiences, virtual educational programming, and safely distanced recreational opportunities. While District facility rentals and program attendance decreased significantly because of COVID-19, visitation to the preserves and the use of trails and other outdoor spaces increased substantially. At the height of the required lockdown during the spring and early summer of 2020, traffic and trail counters indicate that visitation increased by 50% over this same time period in 2019.

### **2020 Highlights:**

By continuing to access State of Illinois and private foundation grants, the District was able to add more than 100 acres of land to its inventory in 2020. A 15.58-acre parcel was added to the Old Homer Park site near the District's Homer Lake Forest Preserve by virtue of grant funding from the Illinois Clean Energy Community Foundation and funds provided by the Illinois Department of Natural Resources for habitat restoration along the Salt Fork River.

Later in the year, the District was fortunate to acquire 93 acres of land along the Sangamon River, approximately mid-way between Lake of the Woods and Sangamon River Forest Preserves. The stand-alone parcel of land has now been designated as the District's seventh preserve, aptly named Heron View for its proximity to a heron rookery overlooking the river. The acquisition of Heron View was also made possible by a generous grant from the Illinois Clean Energy Community Foundation, as well as a kind donation from prior owners Shawn Tabeling and Brian Keigher.

State of Illinois' grant funding also made possible two facility development projects in 2020. Both will be completed in the coming year. The large artifact storage wing on the Museum of Grand Prairie was razed to make room for the construction of a new temperature- and humidity-controlled building that will offer suitable

preservation of the oversized artifacts in our museum collection. Originally built as a barn, the old storage facility did not provide the adequate security or conditions for artifact storage. Private funding in the project was provided by bequest from the estate of Stanley J. Rankin, thus the new facility will be named the Rankin Collections Care Center. As noted, it is slated for completion in the spring of 2021.

Another exciting development at Lake of the Woods Forest Preserve consists of significant accessibility enhancements to the peninsula area of the preserve. Grant funding from the Illinois' Open Space Lands Acquisition and Development program allowed for the construction of the area's first accessible kayak and canoe launch that will allow boating access for persons with mobility limitations. The project also includes the construction of two new fully-accessible picnic shelters, picnic tables, grills, and walkways. Grants from the Champaign Rotary Cannon Grant, the Community Foundation, and Representative Dan Caulkins, plus donations from many community members provided the necessary match to the OSLAD grant. This project is also expected to be completed by early spring.

A natural area restoration project completed in 2020 at Middle Fork River's Point Pleasant Wetland will restore the natural function of the wetland and the ecosystem services it provides. With the hydrological repairs to the landscape and the installation of a water control structure to alleviate extreme water level fluctuations, we hope to see the return of the waterfowl and other aquatic species that were once prevalent at Pt. Pleasant.

### **2021 Changes and Future Outlook**

The Forest Preserve District's revenue picture has improved greatly with the November 2020 voter approval of the District's referendum question. With the additional revenue, the District can now budget for its highest priority capital needs and address the years-long backlog of much-needed facility and infrastructure repairs. We caution the public that, even with the increase in revenue, these capital improvements will not happen in one year. As the list of needs took years to develop, they will also take some time to address. Grant funding and private donations raised by the Friends Foundation will continue to be necessary to complete some of the more costly projects – such as the restoration of Willow Pond, the reconstruction of the Homer Lake Interpretive Center, and dam and spillway work at Lake of the Woods and Homer Lake.

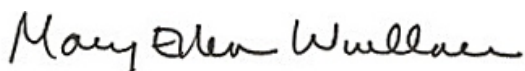
However, the new revenue will allow the District to complete some projects immediately, including new roofs on several of our shelters and pavilions, plumbing and HVAC systems at rental facilities, and road and trail repairs across the preserves. Budget dollars have been obligated to many of these projects within this 2021 management plan.

Meanwhile, the District awaits word on grants submitted in 2020, which if approved would allow for the construction of an additional section of the Kickapoo Rail Trail near Ogden, restoration of a portion of the paved bike trail at Lake of the Woods, and construction of a canoe and kayak launch on the Sangamon River within Lake of the Woods. Private foundation grants will fund restoration work that will soon begin at the Buffalo Trace natural area, also at Lake of the Woods.

### **Acknowledgements**

This Management Plan and Budget was prepared by the Business and Finance Section, with particular thanks owed to Business and Finance Director John Baker, Assistant Finance Director Blair Balbach, and to department heads and executive management employees responsible for their department, section and committee budgets.

Respectfully submitted,



Mary Ellen Wuellner, Executive Director

# 2021 Budget Overview

The 2021 budget anticipates \$8,101,836 million in revenues and expenses. Budgeted operating expenses total \$5,149,457 for the fiscal year. The District's capital program anticipates expending \$2,952,379 for 2021 projects, including multi-year projects that begin in 2021.

The District's financial structure is comprised of eleven funds and eighteen departments. This management plan is structured to report as well upon 1) general functional areas derived from the District's strategic plan and 2) program areas that naturally derive from the District's primary revenue sources.

The five functional areas are Natural Resources, Education, Recreation, Administration, and the Capital Program and are described in detail further on in this document. The Functional Areas sections divide the District's funds and departments where each most logically fits and include the strategic plan objectives to be addressed by the departments composing each area. Expenses are budgeted by function as follows:

<b>Functional Area</b>	<b>Budget</b>	<b>Pct</b>
Capital Program & Supporting Departments	\$ 2,716,326	34%
Recreation Departments	\$ 2,081,013	26%
Administration Funds & Departments	\$ 1,617,509	20%
Education Departments	\$ 683,305	9%
Natural Resources Departments	\$ 350,781	4%
Multi-year Capital Projects	\$ 652,902	8%
<b>Total</b>	<b>\$ 8,101,836</b>	<b>100%</b>

As the reader progresses through this document it will be helpful to recognize that financial information is presented using two different budget models:

- Traditional budgeting (building budgets based on the preceding fiscal year budget) is the method used for most of the information presented here. Traditional budgeting focuses on 1) long-standing funds and departments, 2) direct costs to funds and departments and 3) provides a good basis for comparing past trends with current financial performance.
- Program budgeting divides the District budget differently, 1) focusing on major program areas, rather than traditional funds and departments, and 2) taking into account the indirect costing of administrative overhead for these programs.

Keeping these two different budgeting approaches in mind will assist the reader with obtaining a more complete picture of District priorities and endeavors.

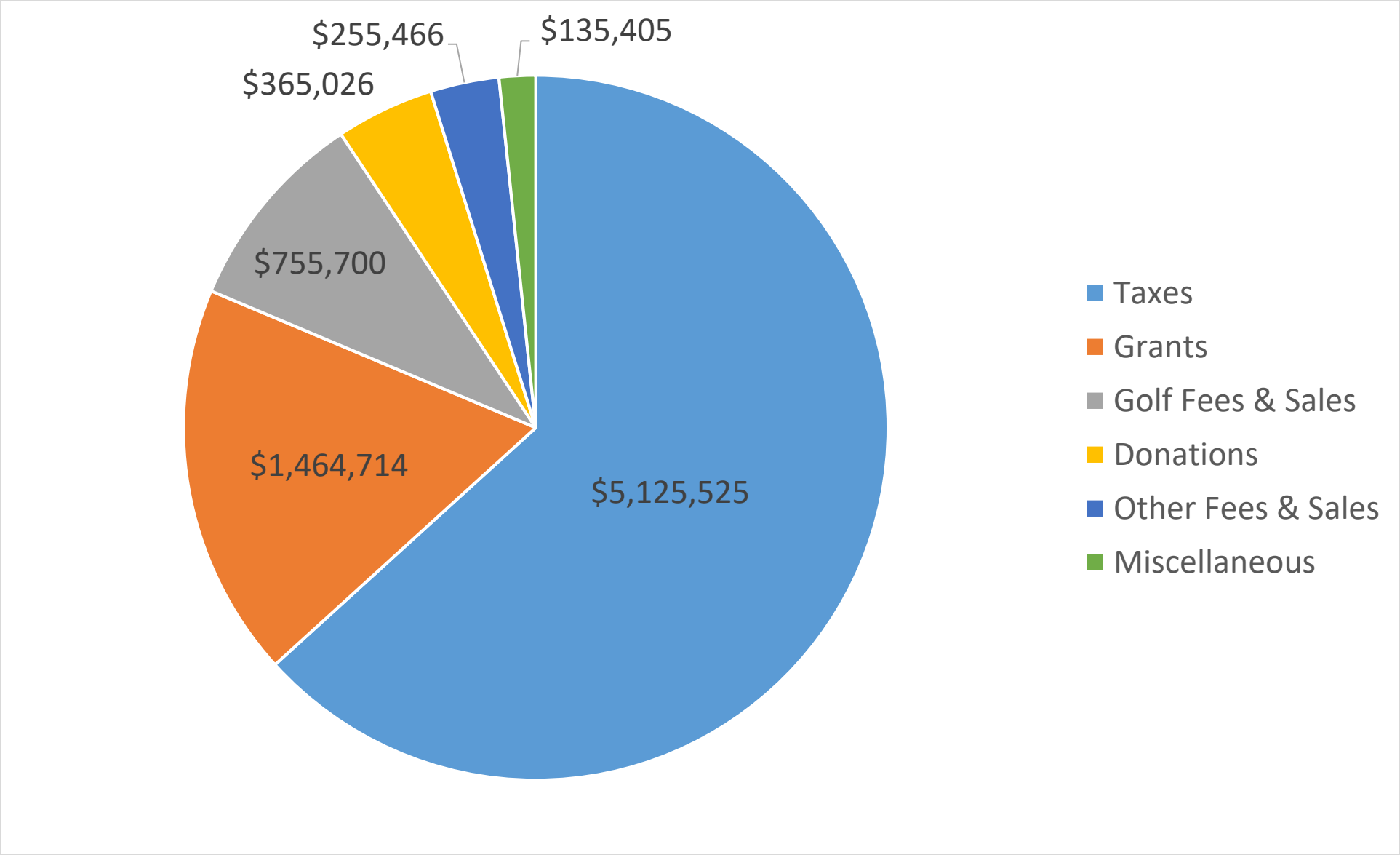
Revenues and expenses for the operating and capital budgets are summarized in the pages following the All Funds Summary. The District's operating revenue stream is less affected by COVID-19 than other recreation districts which are more heavily dependent on program revenues. A discussion of the 2020 COVID impact follows the revenue and expense summaries.

## CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT ALL FUNDS SUMMARY -- FISCAL YEAR 2021

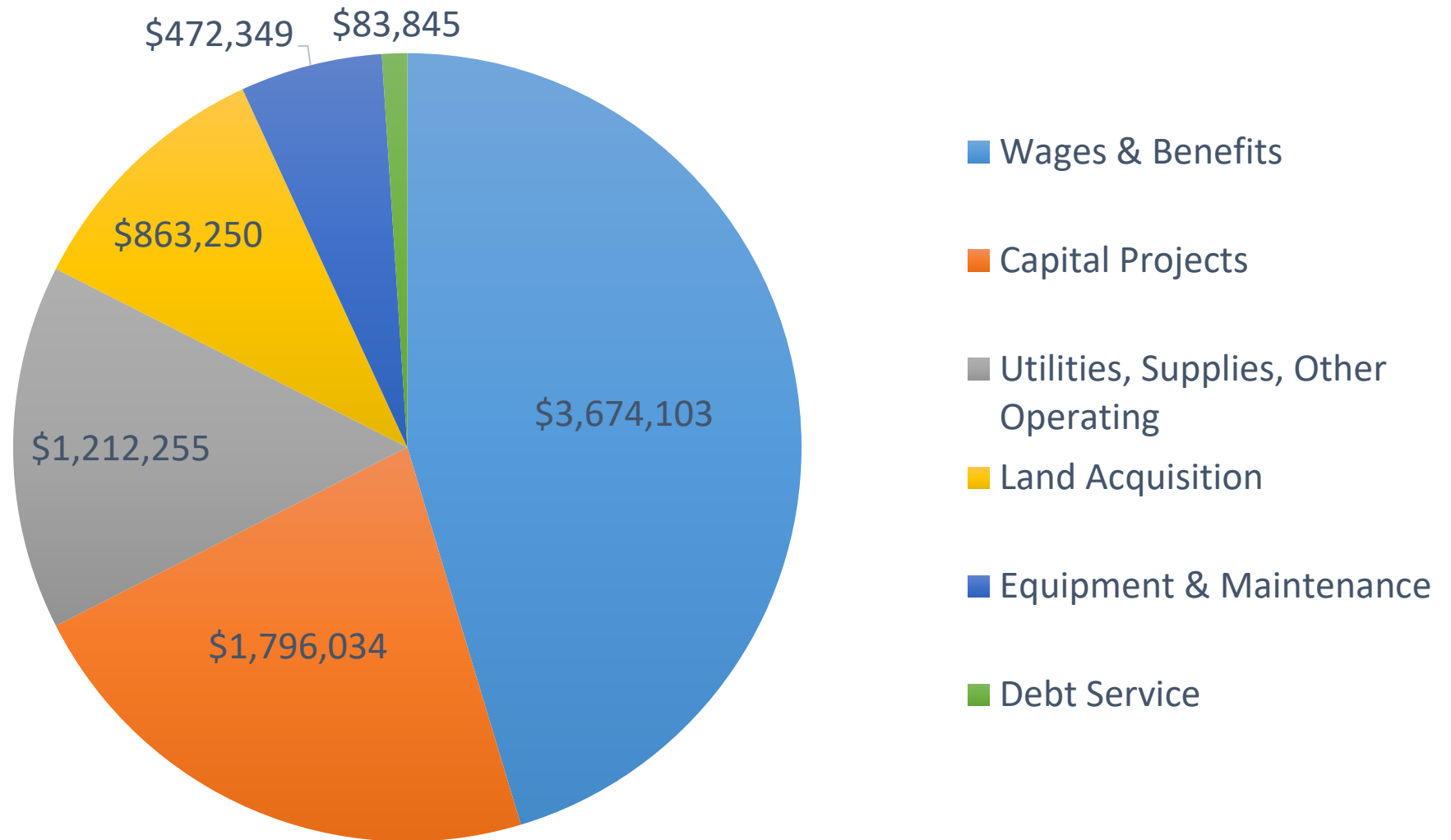
	Projected Ending BALANCE 12/31/2020	Total Revenue FY 2021	Draft Budget EXPENDITURES FY 2021	2021 TRANSFERS INTO	2021 TRANSFERS OUT OF	PROJECTED BALANCE 12/31/2021
CORPORATE FUND	\$ 2,440,596	\$ 3,155,024	\$ 2,853,304	\$ 161,385	\$ 364,124	\$ 2,539,577
IMPROVEMENTS FUND	\$ 475,581	\$ 1,206,346	\$ 959,094	\$ -	\$ 232,562	\$ 490,271
GOLF COURSE FUND *	\$ 227,355	\$ 756,220	\$ 755,932	\$ -	\$ -	\$ 227,643
GENERAL STORE FUND *	\$ 12,945	\$ 5,110	\$ 8,250	\$ -	\$ -	\$ 9,805
INSURANCE FUND*	\$ 92,291	\$ 273,275	\$ 137,065	\$ -	\$ -	\$ 228,501
IMRF (RETIREMENT FUND)	\$ 134,479	\$ 283,923	\$ 188,042	\$ -	\$ -	\$ 230,360
AUDIT FUND	\$ 37,972	\$ 45,391	\$ 30,422	\$ -	\$ -	\$ 52,941
SOCIAL SECURITY FUND	\$ 58,833	\$ 240,128	\$ 217,339	\$ -	\$ -	\$ 81,622
<b>Operating Budget Subtotal</b>	<b>\$ 3,480,052</b>	<b>\$ 5,965,417</b>	<b>\$ 5,149,457</b>	<b>\$ 161,385</b>	<b>\$ 596,686</b>	<b>\$ 3,860,720</b>
BOND FUND	\$ 1,717	\$ 258,176	\$ 83,845	\$ -	\$ 161,385	\$ 14,663
INSURANCE FUND*	\$ -	\$ 110,000	\$ 192,000	\$ -	\$ -	\$ (82,000)
PROJECTS FUND	\$ 159,000	\$ 1,058,893	\$ 1,160,382	\$ 596,686	\$ -	\$ 654,197
LAND ACQUISITION FUND	\$ 187,761	\$ 709,350	\$ 863,250	\$ -	\$ -	\$ 33,861
<b>Capital Budget Subtotal</b>	<b>\$ 348,478</b>	<b>\$ 2,136,419</b>	<b>\$ 2,299,477</b>	<b>\$ 596,686</b>	<b>\$ 161,385</b>	<b>\$ 620,721</b>
<b>Multi-Year Capital Projects</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 652,902</b>	<b>\$ -</b>	<b>\$ -</b>	<b>NA</b>
<b>ALL FUNDS</b>	<b>\$ 3,828,530</b>	<b>\$ 8,101,836</b>	<b>\$ 8,101,836</b>	<b>\$ 758,071</b>	<b>\$ 758,071</b>	<b>\$ 4,481,441</b>



# Champaign County Forest Preserve 2021 Revenues - \$8,101,836



# Champaign County Forest Preserve 2021 Expenses - \$8,101,836



## COVID Impact on 2020 Program Revenues

User Fees and Merchandise historically make up approximately 18 percent of total revenue for the District. During the 2020 budget process, user fees and merchandise revenues were earmarked for nearly 15% of projected total revenues for the year. With the onset of the pandemic and mitigation efforts throughout the state of Illinois shuttering facilities and programs for parts of the year, projected revenues for 2020 are only 13% of originally projected total revenues.

The impact of the pandemic is most sorely felt in the facility rentals and events/programs categories of revenue streams - both down 74%. Camping was down 20% as capacity limits were put in place after being shuttered completely through May. As the weather warmed, outdoor activities such as golf offered social distancing while also offering the healthy benefits of being outdoors. Even with its spring closures, golf revenue surpassed budget targets.

With uncertainty lingering over the duration of the pandemic and its impact on 2021 revenues, the District has taken a more conservative approach to projected revenues for some areas in 2021, as evidenced by the following table:

Revenue Category	2018 Actuals	2019 Actuals	2020 Budget	2020 Projection	2021 Budget
<b>Camping Total</b>	\$ 80,541	\$ 88,620	\$ 83,850	\$ 66,793	\$ 82,890
<b>Events/Programs</b>	\$ 50,869	\$ 49,151	\$ 49,115	\$ 13,002	\$ 34,650
<b>Facility Rentals</b>	\$ 101,378	\$ 88,041	\$ 104,656	\$ 26,937	\$ 87,926
<b>Farm Total</b>	\$ 52,370	\$ 30,036	\$ 50,000	\$ 57,551	\$ 50,000
<b>Golf Total</b>	\$ 748,655	\$ 765,566	\$ 760,500	\$ 759,233	\$ 755,700
<b>Grand Total</b>	\$ 1,033,813	\$ 1,021,414	\$ 1,048,121	\$ 923,516	\$ 1,011,166

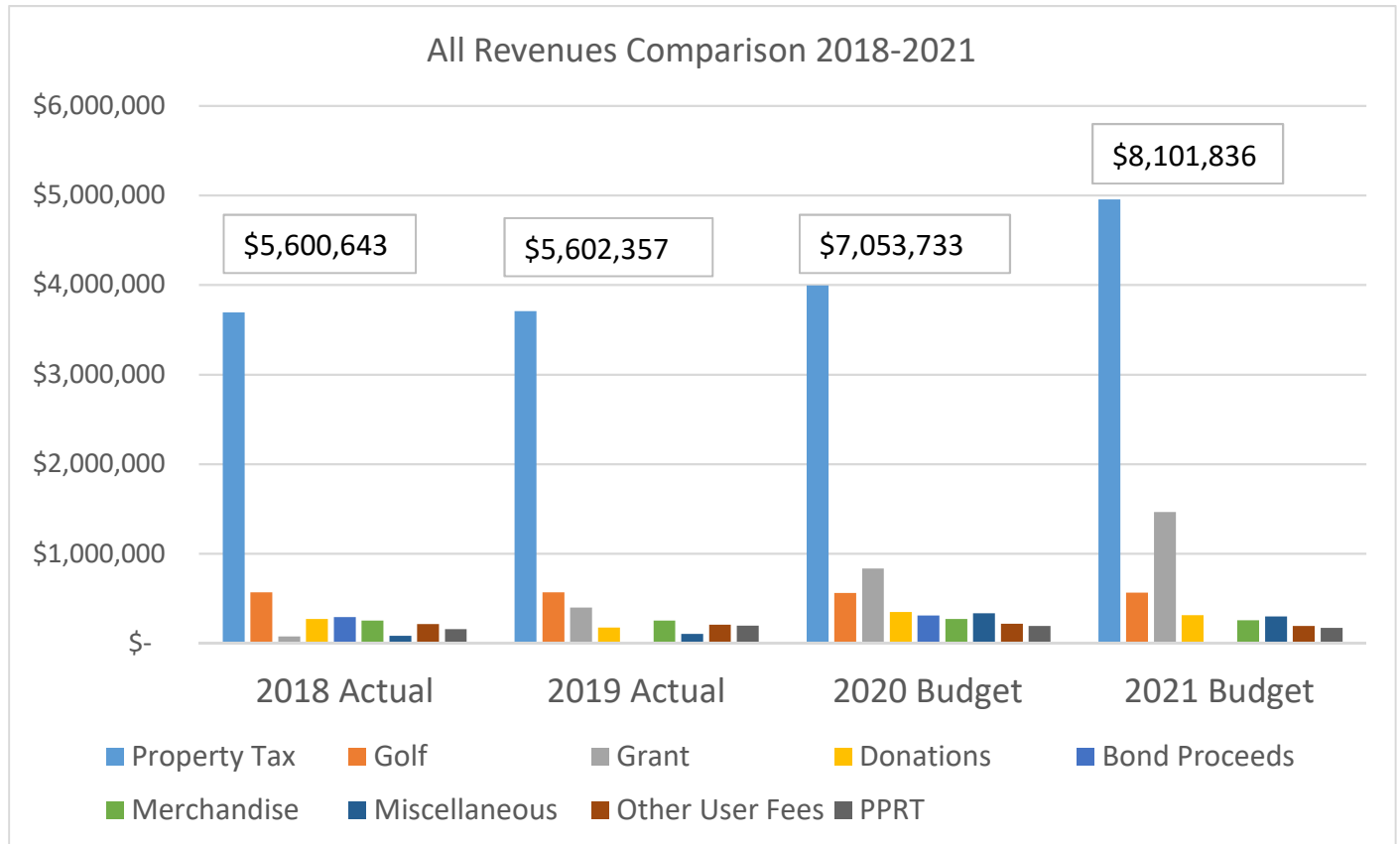
## COVID Impact on 2020 Program Expenditures

The initial COVID-19 lockdown in March 2020 was timely in the sense that hiring for the recreation season was just beginning. It was not necessary for the District to lay off employees, though some reduction in work hours was experienced in certain departments. Substantial personnel savings, particularly in part-time and seasonal work, are anticipated to be about \$292,000. Though District buildings were closed to the public for long periods, essential employees were able to keep the forest preserve outdoor areas open, providing the public with the same open spaces as usual. Other employees were able to work from home in creative ways, providing virtual programming in place of in-person events and other socially distant activities to engage the public in nature and the outdoor experience the District preserves offer. Still others engaged in tasks long-delayed because of past financial and time constraints.

## 2018 to 2021 Revenue Trends

As the charts below illustrate, property taxes make up the largest share of District revenues, averaging 62% of total revenue. Grant revenues were down in 2018 and 2019 but increased to the second largest revenue source in the past two years making up 10% of the average total. Golf revenues are next at nine percent with remaining revenues averaging between two and four percent across the four years.

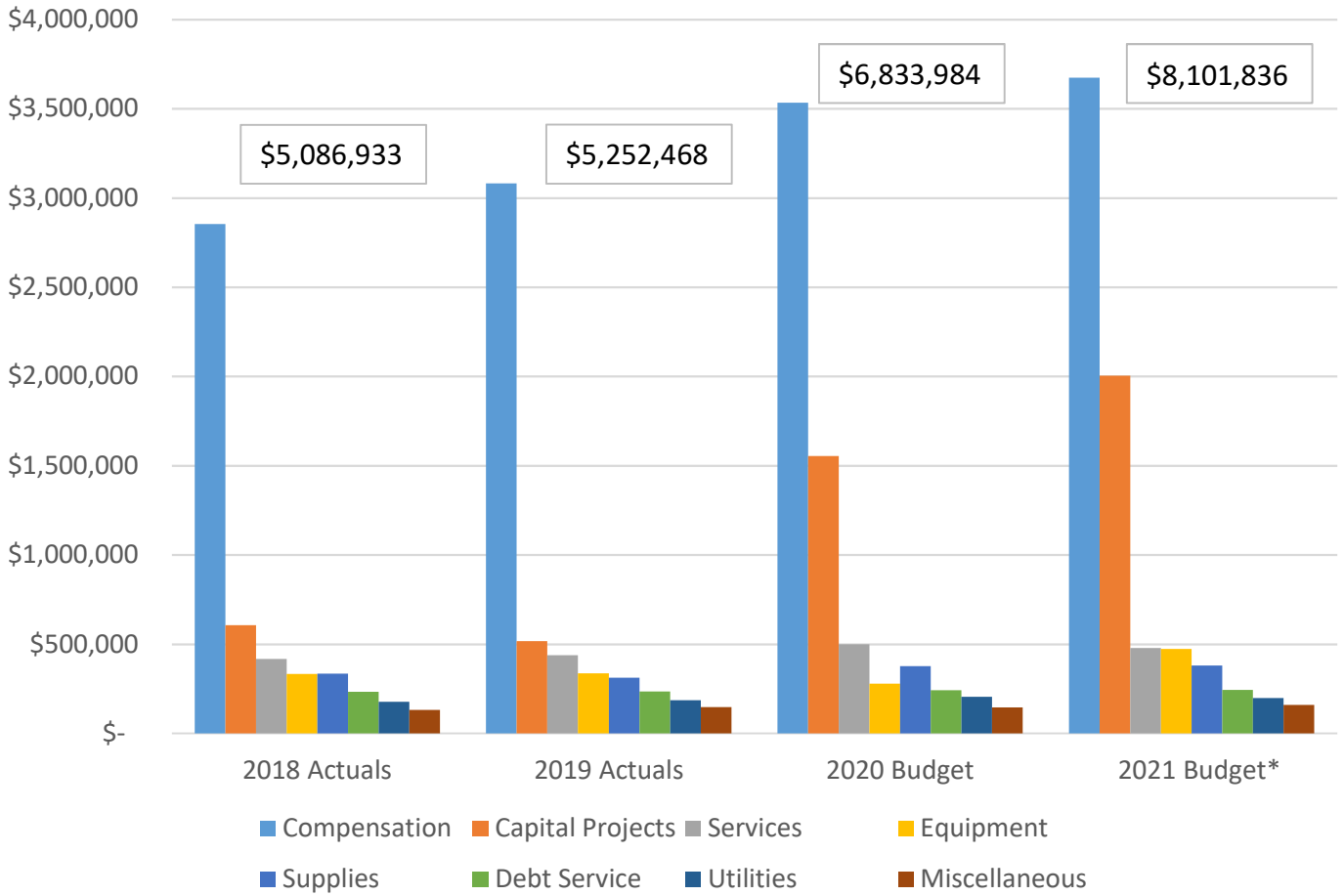
The equalized assessed valuation (EAV) for taxable property located within the Forest Preserve District’s boundaries is estimated at \$4.5 billion for 2020 taxes to be paid in 2021. The District’s limiting rate will be .1033 and is expected to generate \$754,701 beyond the expected annual growth in property taxes. This new revenue is incorporated in this budget plan for addressing the District backlog in repair and rehabilitation projects.



## 2018 to 2021 Expenditure Trends

Employee compensation is the largest driver of District expenses, averaging 53% of the total expenses across the four years shown below. Capital projects, which have grown considerably in 2020 because of grant work and in 2021 because of both grants and increased property tax revenues, accounts for another 19% of total expenses. Other operating categories range from two to seven percent of the total expenses. In capital categories, equipment and debt service make up six and four percent respectively.

### Expenses Comparison 2018-2021






\*2021 expenses do not include multi-year projects where the actual expenditure will not take place until a future year.

# Strategic Plan 2020-2024 and Functional Areas

The District has five functional areas derived from its 2020-2024 Strategic Plan: Natural Resources, Cultural Resources and Education, Recreation, Administration, and Capital Program. This Management Plan and Budget is organized by these five functional areas.

The Forest Preserve District has had a three-pronged mission since it opened its first preserve in 1948, which is to provide for the citizens and guests of Champaign County: 1) the conservation of the county's natural and cultural resources, 2) educational opportunities designed to increase the community's knowledge and appreciation of these resources, and 3) recreational opportunities consistent with conserving the natural qualities of the District's resource base.

Over the years, the District's mission has remained substantially the same. The goal remains to provide exceptional experiences in nature for Champaign County's residents and visitors. Seven preserves – Heron View, Homer Lake, Lake of the Woods, Middle Fork River, River Bend, Sangamon River and the Kickapoo Rail Trail – belong to the residents of Champaign County. The strategic plan offers a broad framework for the protection of these green spaces, and the natural and cultural resources located within them, for present and future generations. The District's 2020-2024 Strategic Plan defines four general outcomes that prioritize its work:

1.  Natural Resources:
  - a. Large, landscape scale preserves
  - b. Ecosystem services for the community and the planet
  - c. Diverse habitats for wildlife
  - d. Clean air and clean water
  
2.  Recreation:
  - a. People of all ages, abilities, cultures and ethnicities connect to the natural world
  - b. Outdoor recreation at Champaign County's forest preserves offers a deeper immersion into that natural world
  - c. Ecosystems support human existence and quality of life
  
3.  Cultural Resources & Education:
  - a. The story and evaluation of the Grand Prairie landscape is interwoven with the stories of those who resided here throughout time; stories are told with both perspectives taken into account
  - b. Thorough research, culturally sensitive interpretation, consideration of varying perspectives, and extensive outreach will govern our natural and cultural educational efforts
  - c. Throughout the district, we share the story of Champaign County through a variety of interpretive media, but with one consistent message
  - d. Our museum collections afford greater discovery, communication, and interpretation of our natural and cultural heritage



4. Administration & Organizational Excellence:
- a. We have a conservation responsibility to Champaign County taxpayers
  - b. We are a sustainable, ethical organization that lives within our financial means; we are good stewards of the community’s trust
  - c. We are innovative and seek opportunities to partner with other organizations to advance common goals
  - d. Our organization reflects the changing composition of our Champaign County community
  - e. Our human capital is our strongest organizational asset

This budget document outlines how the District will plan and budget its resources to carry out its mission, and its Strategic Plan goals and objectives. In this 2021 Management Plan and Budget, strategic objectives are described in each applicable functional area. The objectives cutting across the entire agency are listed below:

**Strategic Objectives for all Functional Areas:**

- Deepen connections to Champaign County’s forest preserves through an array of recreational, educational, and cultural experiences
- Demonstrate environmental leadership; reduce our impact on the environment by implementing sustainable practices; balance financial resources with environmental stewardship goals
- Pursue cultural competency in both our internal and external endeavors as an organization
- Nurture a welcoming environment by embracing diversity, equity, and inclusion; those values will guide our decisions, policies, and practices
- Investigate and pursue all available resources to ensure public awareness of sites, facilities, programs
- Evaluate and adjust services as necessary to meet evolving community interests and needs
- Partner with community organizations to expand programming that reaches underserved audiences
- Provide leadership in educational, fact-based messaging to involve the public in climate resiliency efforts

<b>Functional Area Expenses</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Administration	\$ 1,101,030	\$1,135,243	\$ 1,476,014	\$ 1,617,509
Capital	\$ 917,919	\$ 881,909	\$ 2,241,455	\$ 3,369,228
Education & Cultural Resources	\$ 543,693	\$ 576,914	\$ 648,925	\$ 683,305
Natural Resources	\$ 283,106	\$ 298,785	\$ 348,051	\$ 350,781
Recreation	\$ 1,585,517	\$1,698,034	\$ 1,975,583	\$ 2,081,013

<b>Functional Area Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Administration	\$1,609,972	\$1,604,273	\$ 1,672,242	\$ 2,292,518
Capital	\$ 665,893	\$ 932,451	\$ 1,946,353	\$ 2,669,069
Education & Cultural Resources	\$ 593,038	\$ 599,675	\$ 652,050	\$ 683,305
Natural Resources	\$ 314,316	\$ 332,321	\$ 384,708	\$ 375,931
Recreation	\$ 1,796,568	\$1,838,167	\$ 1,974,782	\$ 2,081,013

## Program Budgeting

District program budgeting will focus in 2021 on direct operating costs and revenues for six program areas: camping, education, facility rentals, golf, capital, and site operations. Three of these: camping, facility rentals, and golf fall within the Recreation Functional area. Education is a component of the Natural Resources and Cultural Resources Area. Site operations cuts across the Recreation and the Natural Resources and Cultural Resources Areas. The Capital Program provides and rehabilitates facilities across the District.

Direct program revenues for each of these areas are easily tracked within the District’s financial system. Program expenditures are more difficult as some programs cut across departments and accounts. Programs include part or all of a department’s revenues and expenses, as follows:

Camping	Middle Fork
Facility Rentals	Middle Fork, Lake of the Woods, Homer Lake, Botanical Garden
Sites/NR	Middle Fork, Lake of the Woods, Homer Lake, Botanical Garden, Natural Resources
Education	Museum of the Grand Prairie, Homer Lake Interpretive Center, Museum Store
Golf	Golf
Capital Program	All Sites and Departments

### Program Budgeting Financials 2018-2021 Direct Costs

	Actuals		Budget	
	2018	2019	2020	2021
Camping Expenses	\$ 69,994	\$ 77,463	\$ 93,898	\$ 100,603
Camping Revenue	\$ 80,541	\$ 88,620	\$ 83,850	\$ 82,890
Property Tax Support	NA	NA	\$ 10,048	\$ 17,713
Percent Tax Support	0%	0%	11%	18%
Education Expenses	\$ 546,216	\$ 585,444	\$ 650,925	\$ 683,306
Education Revenue	\$ 59,970	\$ 65,123	\$ 49,865	\$ 35,400
Property Tax Support	\$ 486,246	\$ 520,321	\$ 601,060	\$ 647,906
Percent Tax Support	89%	89%	92%	95%
Facility Rentals Expense	\$ 108,305	\$ 114,816	\$ 142,240	\$ 147,933
Facility Rentals Revenue	\$ 101,378	\$ 88,041	\$ 104,656	\$ 87,926
Property Tax Support	\$ 6,928	\$ 26,775	\$ 37,584	\$ 60,007
Percent Tax Support	6%	23%	26%	41%
Golf Expenses	\$ 660,868	\$ 709,651	\$ 765,277	\$ 755,234
Golf Revenue	\$ 748,655	\$ 765,566	\$ 760,500	\$ 755,700
Property Tax Support	NA	NA	\$ 4,777	NA
Site Operations Expenses	\$ 1,014,108	\$ 1,082,975	\$ 1,299,545	\$ 1,400,815
Property Tax Support	100%	100%	100%	100%
Capital Program Expenses	\$ 917,919	\$ 881,909	\$ 2,241,455	\$ 1,984,070
Capital Revenue	\$ 386,484	\$ 561,930	\$ 1,208,400	\$ 1,770,843
Property Tax Support	58%	36%	46%	89%



Program budgeting also aims to capture the indirect administrative overhead costs associated with each program area. Administrative staff time and expenses associated with the six program areas, plus one additional area - the Forest Preserve Friends Foundation - are presented below. The seven areas provide a complete look at the District's 2021 program budget allocations. The chart below adds these indirect costs to the direct costs from the chart above.

Program	2021 Budgeted Expenditures				
	Total	Direct	Overhead (Indirect)	Percent Overhead	% Tax Support
2021 Capital Projects	\$ 3,375,463	\$ 1,984,070	\$ 1,391,393	41%	48%
Camping	\$ 152,961	\$ 100,603	\$ 52,358	34%	46%
Golf	\$ 1,007,206	\$ 755,234	\$ 251,972	25%	25%
Education	\$ 1,115,282	\$ 683,306	\$ 431,976	39%	95%
Facility Rental	\$ 307,526	\$ 147,933	\$ 159,593	52%	71%
Sites/NR	\$ 1,939,600	\$ 1,400,815	\$ 538,785	28%	100%
Foundation	\$ 203,798	\$ 203,798	\$ -	0%	0%
<b>Totals</b>	<b>\$ 8,101,836</b>	<b>\$ 5,275,759</b>	<b>\$ 2,826,077</b>	<b>35%</b>	<b>63%</b>

Administrative overhead varies greatly across the program areas given the diverse nature of the work of the administrative, marketing, planning and construction departments. Each area and position was reviewed for estimating program costs. Administrative overhead expense percentages break down by program area as follows:

Capital Program	Camping	Golf	Education	Rentals	Site Operations	Foundation
38%	2%	13%	15%	4%	26%	3%

The District's detailed 2021 budget follows.

## Natural and Cultural Resources and Education Functional Areas

The Natural Resources, Museum of the Grand Prairie, and Homer Lake Interpretive Center departments hold the primary responsibility for the first two functional areas described in the Strategic Planning and Functional Areas section. While the Natural Resources department takes the agency lead addressing strategic outcomes in the Natural Resources functional area, the Museum and Interpretive Center lead the District’s Cultural Resources and Education function. Both functional areas spread throughout the District’s work, but these departments have the prime responsibility for achieving the Natural and Cultural and Education strategic outcomes. Additionally, the Sustainability Committee, which promotes ecological responsibility and balance in District operations, is a part of the Natural Resources functional area. These departments, the District Farm and Museum Store operations are described on the following pages.

### **2021 Natural Resources Strategic Outcomes**

- Care for existing land by employing science-based land management practices
- Research, evaluate, and expand efforts to protect and promote resilient ecosystems so that they may continue to support biodiversity under the threat of changing climate conditions
- Broaden and expand land stewardship through volunteer programming and the use of available technology
- Use best industry practices to guide the care of our natural and cultural history collections
- Provide information to the public about conservation efforts at Champaign County’s forest preserves

### **2021 Cultural Resources and Education Strategic Outcomes**

- Provide positive learning experiences for people of all ages and abilities, following best practices, most current research, and innovative interpretive and educational techniques
- Interpret the interrelationship between the natural and cultural history of the Grand Prairie Region by highlighting the connections between plants, animals, and people
- Inspire visitors to make a connection between their own personal history and the history of the community and local environment through District collections, exhibits, and programs
- Invite visitors to enjoy recreational and educational experiences to inspire their engagement in conservation, preservation, and stewardship of natural and cultural resources
- Lead educational, fact-based messaging to involve the public in climate resiliency efforts.

<b>Expenses</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Museum</b>	\$ 346,851	\$ 361,681	\$ 397,652	\$ 421,975
<b>Museum Store</b>	\$ 10,814	\$ 10,580	\$ 11,250	\$ 8,250
<b>HLIC</b>	\$ 199,365	\$ 223,763	\$ 252,973	\$ 253,079
<b>Natural Resources</b>	\$ 264,917	\$ 284,026	\$ 323,051	\$ 325,781
<b>Farm</b>	\$ 26,927	\$ 14,765	\$ 25,000	\$ 25,000

### **Natural Resources Department**

**Description:** The Natural Resources department actively manages approximately three acres of prairie remnants, 19 acres of woodland remnant, 720 acres of restored prairie, 1,988 acres of forest, 84 acres of savanna, and 75 reforested acres. Roughly speaking, this department manages approximately 72% of the District’s land holdings. Natural Resources maintains its current remnants and ecological restoration sites, but expands habitats annually through ecological restoration. For 2021, the department anticipate prepping 53.1 acres for planting in the next two years.

The goal of the Natural Resources department is to promote historically-referenced, native biodiversity in natural areas throughout the District properties. This is done through activities that include timber stand improvement, tree removal, tree planting, brush clearing, herbicide application, mowing, prescribed burns,

seed collection, seed milling, native plant propagation, fish stocking, fish habitat installation, and water quality monitoring.

By promoting native biodiversity, the department’s projects benefit the taxpayers of the local and regional communities by creating and maintaining aesthetically pleasing landscapes, habitat for native flora and fauna, wetlands that mitigate seasonal flooding, ecosystems that absorb sediment and nutrient runoff, and ecosystems that sequester and store carbon.

**Changes for 2021:** In 2021, the Natural Resources will contract out more brush clearing and tree removal work, including a 15.6 acre area in Buffalo Trace and several trees along the Kickapoo Rail Trail. The department will plant several thousand native plugs in aquatic habitats along the shoreline of Sunset Lake at River Bend Forest Preserve, along the Peninsula in the main lake at Lake of the Woods Forest Preserve, and along the shorelines of two Middle Fork River Forest Preserve ponds.

**Staffing:** 1 full-time director, 1 full-time specialist and 3 full-time technicians, 1 part-time seasonal

<b>Natural Resources 2021 Budget</b>				
<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Property Taxes</b>	\$ 259,904	\$ 285,364	\$ 322,225	\$ 323,281
<b>Memorial Tree Contributions</b>	\$ 1,837	\$ 6,200	\$ 2,750	\$ 2,500
<b>FPPF-Kirby Contribution</b>	\$ -	\$ 10,650	\$ 9,583	\$ -
<b>Totals</b>	<b>\$ 261,741</b>	<b>\$ 302,214</b>	<b>\$ 334,558</b>	<b>\$ 325,781</b>
<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Full-Time Personnel</b>	\$ 181,651	\$ 210,215	\$ 235,248	\$ 228,331
<b>Part-Time Personnel</b>	\$ 12,259	\$ 6,760	\$ 9,600	\$ 9,600
<b>Health Insurance</b>	\$ 31,609	\$ 38,416	\$ 41,160	\$ 41,160
<b>Dental Insurance</b>	\$ 1,708	\$ 1,621	\$ 1,840	\$ 1,500
<b>Life Insurance</b>	\$ 251	\$ 295	\$ 313	\$ 300
<b>Uniforms</b>	\$ 947	\$ 745	\$ 1,000	\$ 1,000
<b>Supplies</b>	\$ 6,029	\$ 7,296	\$ 8,000	\$ 8,000
<b>Gasoline</b>	\$ 2,881	\$ 4,263	\$ 4,000	\$ 4,000
<b>Diesel Fuel</b>	\$ 1,431	\$ 1,821	\$ 2,000	\$ 2,000
<b>Heating Fuel</b>	\$ 811	\$ 701	\$ 1,200	\$ 1,200
<b>Electric</b>	\$ 1,236	\$ 1,349	\$ 1,500	\$ 1,500
<b>Contractual/Professional</b>	\$ 3,702	\$ 4,573	\$ 4,500	\$ 6,000
<b>Conferences/Dues/Workshops</b>	\$ 5,304	\$ 6,304	\$ 6,650	\$ 6,650
<b>Facility Maintenance</b>	\$ -	\$ -	\$ -	\$ 5,000
<b>Equipment Repair</b>	\$ 3,663	\$ 1,150	\$ 3,500	\$ 5,500
<b>Small Equipment</b>	\$ -	\$ -	\$ -	\$ 1,500
<b>Memorial Trees</b>	\$ 2,703	\$ 2,081	\$ 2,000	\$ -
<b>Totals</b>	<b>\$ 256,185</b>	<b>\$ 287,590</b>	<b>\$ 322,511</b>	<b>\$ 325,781</b>

## **Museum and Education Department**

**Description:** The Museum and Education Department (MED) operates two major facilities, the Museum of the Grand Prairie (MGP) and the Homer Lake Interpretive Center (HLIC) as well as conducting programs throughout the forest preserves and, prior to COVID 19, at schools and other public locations.

Education staff are committed to following recognized best practices in the field. The Museum of the Grand Prairie has been accredited by the American Alliance of Museums since 1972. MED staff regularly reference best practices from the National Association for Interpretation (NAI), the National Association for Museum Exhibitions, and the National Park Service among others. School programs are aligned to the latest state and national learning standards.

MED's Interpretive Plan tells a cohesive and compelling story of the Grand Prairie region. The department collects and preserves artifacts that illustrate the history of the Grand Prairie and its residents. MED's unified mission and vision integrates this natural and cultural history enabling staff to share expertise and collaborate closely in both public and school programs. The department is a major outreach arm within the District routinely partnering with community organizations to deliver programs and reach out to new audiences.

**Changes for 2021:** MED will prepare for and open the newly completed Rankin Collections Care Center. Numerous artifacts stored across the District will be evaluated and cautiously moved to the new center. The Museum's Blacksmith Shop exhibit will be closed and revised. Staff will complete a Departmental Strategic Plan, finalize a Disaster Plan and Collections Procedures manual, begin reaccreditation procedures (including HLIC for the first time), and participate in the Conservation Assessment for Collections Program (sponsored by the Institute of Museum and Library Services).

Interpretive Center employees will continue planning next steps for the newly conceptualized replacement for the Homer Lake Interpretive Center. This will include advising the Forest Preserve Friends Foundation in that entity's fundraising and development efforts for the new center.

Due to government pandemic restrictions MED facilities will be closed at the start of 2021. MED will continue to offer and expand its virtual programs, to the extent possible, as well as its cooperative collaborations with Urbana Arts and Culture, Champaign Moms, Krannert Art Museum, Urbana Schools, Champaign County Master Naturalists, and other like-minded organizations.

The Museum store will implement a new point-of-sale system with an online store. Staff will increase marketing efforts and will add online marketing efforts to move merchandise unsold during the pandemic.

## **Museum of the Grand Prairie**

**Description:** Opened in 1968, the Museum of the Grand Prairie preserves and communicates the county's history through museum visitation, events, and public and school programs. The museum is an original participant in the American Alliance of Museums accreditation program. Since 1972 the museum has upheld the highest standards of professionalism in its exhibits, school and public programs, collections care, governance, security, and outreach.

MGP houses more than 12,000 square feet of exhibit space with five permanent exhibits, several small temporary exhibits, and an annual special exhibit. Special exhibits provide an opportunity for community collaborations and focused study of a particular aspect of local natural and cultural history and bring repeat visitors. The museum also provides many outreach exhibits within the local communities.

**Staffing:** 1 director, 1 public program specialist, 1 education program specialist II, 1 curator, 1 part-time registrar, 1 part-time education program specialist, 1 part-time garden program specialist, 4 part-time customer service associates, 1 part-time custodian, 2 part-time seasonals

The Museum permanent collections holds more than 25,000 artifacts including historical objects, archives, books, photographs and archaeological collections. These are housed in 7,000 square feet of storage space with optimum climactic conditions. MGP's Collections Plan and Policy determines what items to curate, how to handle incoming and outgoing loans of artifacts; and under what circumstances to deaccession artifacts from the current MGP collection. A Museum Advisory Committee, made up of community members and museum professionals, assists the museum in making decisions about the collections process including additions to and deaccessioning from the collection.

### Museum of the Grand Prairie 2021 Budget

Revenues	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>Property Taxes</b>	\$ 339,263	\$ 336,710	\$ 364,640	\$ 414,525
<b>Museum School Programs</b>	\$ 6,649	\$ 5,393	\$ 7,000	\$ 2,000
<b>Museum Summer Camps</b>	\$ 2,039	\$ 2,235	\$ 2,000	\$ 300
<b>Museum Public Programs</b>	\$ 3,349	\$ 4,155	\$ 2,000	\$ 300
<b>Grants</b>	\$ 8,289	\$ 2,655	\$ 750	\$ 200
<b>Gifts &amp; Donations</b>	\$ 5,576	\$ 4,716	\$ 4,000	\$ 1,000
<b>Foundation Contributions</b>	\$ -	\$ 500	\$ 2,650	\$ 3,650
<b>Miscellaneous Revenues</b>	\$ 70	\$ 2,780	\$ 2,600	\$ -
<b>Totals</b>	<b>\$ 365,235</b>	<b>\$ 359,144</b>	<b>\$ 385,640</b>	<b>\$ 421,975</b>
Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>Full-Time Personnel</b>	\$ 177,907	\$ 184,154	\$ 202,099	\$ 199,607
<b>Part-Time Personnel</b>	\$ 72,462	\$ 77,658	\$ 91,862	\$ 102,987
<b>Health Insurance</b>	\$ 31,008	\$ 32,928	\$ 34,656	\$ 34,734
<b>Dental Insurance</b>	\$ 1,708	\$ 1,389	\$ 1,473	\$ 1,200
<b>Life Insurance</b>	\$ 251	\$ 257	\$ 257	\$ 240
<b>Uniforms</b>	\$ -	\$ -	\$ 300	\$ 300
<b>Supplies</b>	\$ 19,333	\$ 14,667	\$ 19,700	\$ 19,700
<b>Gasoline</b>	\$ 509	\$ 470	\$ 300	\$ 300
<b>Heating Fuel</b>	\$ 5,747	\$ 5,141	\$ 8,000	\$ 8,000
<b>Electric</b>	\$ 6,219	\$ 6,186	\$ 7,000	\$ 7,000
<b>Water/Sewer</b>	\$ 685	\$ 626	\$ 500	\$ 500
<b>Contractual/Professional</b>	\$ 11,773	\$ 14,786	\$ 12,350	\$ 12,890
<b>Conferences/Dues/Workshops</b>	\$ 4,747	\$ 6,172	\$ 4,705	\$ 3,925
<b>ActiveNet Fees</b>	\$ 230	\$ 507	\$ 500	\$ 500
<b>Facility Maintenance</b>	\$ -	\$ -	\$ -	\$ 5,000
<b>Equipment Repair</b>	\$ 2,950	\$ 2,416	\$ 3,000	\$ 3,000
<b>Small Equipment</b>	\$ -	\$ -	\$ -	\$ 22,099
<b>Grants</b>	\$ -	\$ 3,753	\$ -	\$ -
<b>Totals</b>	<b>\$ 335,529</b>	<b>\$ 351,110</b>	<b>\$ 386,702</b>	<b>\$ 421,975</b>

## Homer Lake Interpretive Center

**Description:** The Homer Lake Interpretive Center hosts visitors across the District through its programs, events and activities. Located at the entrance of the Homer Lake Forest Preserve, staff welcome visitors there with interpretive exhibits, live animal displays, self-guided trails and the Natural Playscape. The Center houses about 730 square feet of exhibit and program space and storage for most of MED's natural history collections. A Campground Naturalist serves patrons at the Middle Fork River Forest Preserve from Memorial to Labor Day annually.

HLIC staff look forward to finalizing the new facility conceptual plan, expanding creative new ways of reaching new and current District patrons, and for the first time participating in the Museum's American Alliance of Museums reaccreditation procedures.

**Staffing:** 1 assistant director, 1 public program specialist, 1 education program specialist II, 1 part-time interpretive naturalist, 9 part-time seasonal

### Homer Lake Interpretive Center 2021

Revenues	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>Property Taxes</b>	\$ 199,815	\$ 204,981	\$ 232,945	\$ 231,329
<b>HLIC School Programs</b>	\$ 7,828	\$ 6,773	\$ 6,750	\$ 6,750
<b>HLIC Other Programs</b>	\$ 13,148	\$ 16,006	\$ 13,215	\$ 14,300
<b>HLIC Donations</b>	\$ 13,052	\$ -	\$ -	\$ 700
Totals	<b>\$ 220,791</b>	<b>\$ 227,760</b>	<b>\$ 252,910</b>	<b>\$ 253,079</b>
Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>Full-Time Personnel</b>	\$ 97,744	\$ 131,111	\$ 149,521	\$ 147,215
<b>Part-Time Personnel</b>	\$ 60,810	\$ 38,162	\$ 44,350	\$ 40,588
<b>Health Insurance</b>	\$ 15,504	\$ 22,638	\$ 24,696	\$ 24,696
<b>Dental Insurance</b>	\$ 854	\$ 926	\$ 1,104	\$ 900
<b>Life Insurance</b>	\$ 126	\$ 182	\$ 192	\$ 180
<b>Uniforms</b>	\$ 898	\$ 484	\$ 600	\$ 600
<b>Supplies</b>	\$ 7,980	\$ 8,554	\$ 10,835	\$ 10,820
<b>Gasoline</b>	\$ 608	\$ 1,314	\$ 1,800	\$ 1,800
<b>Electric</b>	\$ 2,982	\$ 2,996	\$ 3,100	\$ 3,200
<b>Telephone</b>	\$ 1,037	\$ 1,059	\$ 1,140	\$ 1,150
<b>Connectivity &amp; IT Services</b>	\$ 989	\$ 1,029	\$ 1,150	\$ 2,100
<b>Contractual/Professional</b>	\$ 3,354	\$ 3,564	\$ 3,340	\$ 4,340
<b>Conferences/Dues/Workshops</b>	\$ 3,257	\$ 1,529	\$ 4,170	\$ 7,615
<b>ActiveNet Fees</b>	\$ 223	\$ 853	\$ 600	\$ 600
<b>Facility Maintenance</b>	\$ -	\$ -	\$ -	\$ 1,000
<b>Equipment Repair</b>	\$ 221	\$ 3,231	\$ 350	\$ 350
<b>Take Me Fishing Event</b>	\$ 475	\$ 727	\$ 1,095	\$ 1,095
<b>Migration Festival</b>	\$ 302	\$ 631	\$ 780	\$ 780
<b>Teacher Workshops</b>	\$ -	\$ -	\$ 150	\$ 150
<b>Wilderness Living Skills</b>	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,200
<b>Earth Skills Workshop</b>	\$ -	\$ -	\$ 2,000	\$ 2,200
Totals	<b>\$ 199,364</b>	<b>\$ 220,990</b>	<b>\$ 252,973</b>	<b>\$ 253,079</b>

### **Museum Store Fund**

**Description:** The Museum Store Fund provides for the purchase and sale of Museum gift shop goods. The store is located at the entrance hall to the Museum of the Grand Prairie and includes the Museum reception and security areas. Store sales are intended to enhance and extend the educational and inspirational purpose of the museum visit by providing patrons with tangible objects related to the museum's mission. Until 2000 the Museum Store operated at an annual profit of approximately \$2000. On rare occasions, surpluses greater than the fund reserve have been used for Museum improvements.

The Museum Store was heavily impacted by COVID being closed for most of the year. Staff hope to secure at least \$5,000 in store sales and are replacing the ActiveNet sales system for a new and true point of sale system which will allow for online sales. Unsold 2020 inventory will be highlighted to move this merchandise. Staff expects to expend approximately \$8,250 on merchandise and the point of sale upgrade.

### **Sustainability Committee.**

**Description:** In 2016, the Board of Commissioners directed staff to create a District Sustainability Committee to develop and implement a District-wide recycling program for public use areas. For 2021 the Committee will expand its purpose to develop a comprehensive five-year sustainability plan for the District. The 2021 budget within the Natural Resources budget is \$5600.

## Recreation Functional Area

Five operating departments comprise the Recreation Functional area: Lake of the Woods Golf Course, the Mabery Gelvin Botanical Garden, and the Lake of the Woods, Homer Lake, and Middle Fork River Forest Preserves. In addition to their primary locations, Homer Lake and Lake of the Woods operational departments manage other significant District properties. The Kickapoo Rail Trail and Hidden Acres preserve are maintained by Homer Lake employees, while Lake of the Woods manages the River Bend and Sangamon River Forest Preserves, and beginning in mid-2020 the Heron View Forest Preserve. The forest preserves and the golf course are the primary recreational sites for both active and passive activities in the District. These five operating departments are described on the following pages.

### **2021 Recreation Strategic Outcomes**

- Deepen connections to Champaign County’s forest preserves through an array of recreational, educational, and cultural experiences
- Invite visitors to enjoy recreational and educational experiences to inspire their engagement in conservation, preservation, and stewardship of natural and cultural resources
- Promote outdoor recreation that is compatible with our land management practices and natural beauty of the land
- Provide accessible recreation options and remove barriers to participation so that all individuals can experience nature, regardless of capability
- Develop recreation options that reflect diverse cultural relationships to the land
- Promote the benefits of open space and access to nature for physical, emotional, mental, and spiritual health
- Provide information to the public about conservation efforts at Champaign County’s forest preserves

<b>Expenses</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>LOW Ops</b>	\$ 367,940	\$ 378,389	\$ 464,825	\$ 480,252
<b>Middle Fork</b>	\$ 245,592	\$ 271,800	\$ 329,465	\$ 370,726
<b>Homer Lake</b>	\$ 210,485	\$ 224,414	\$ 258,337	\$ 282,634
<b>Botanical Gardens</b>	\$ 103,473	\$ 116,625	\$ 160,004	\$ 191,465
<b>Pro Shop</b>	\$ 685,807	\$ 735,094	\$ 765,277	\$ 756,220

### **Golf Course Fund**

**Description** – The Lake of the Woods Golf Course is a full service operation and integral part of the Champaign County community. Each year the Golf Course averages 30,000 rounds of golf including 5,000 rounds on the nine-hole Par 3 course. The official “season” for season pass holders is March 1 through November 30. Men’s and women’s golf associations operate from April to September. Staff coordinate approximately twenty golf outings and eight tournaments annually. A full service snack bar is available for customers from May through September, and beverage cart service is an additional amenity on the course. Included in the Pro Shop is a six-figure golf merchandise operation. Merchandise sales run year-round even when the golf course is closed.

The Golf Course duties and responsibilities include the general maintenance of an Audubon certified course, upkeep of the District’s 18-hole municipal golf course, a 9-hole par-3 course which doubles as a foot golf course, driving range, two chipping/putting practice areas and maintaining all carts and other support equipment.

The department conducts significant public outreach, offering extensive lesson programs for both juniors and adults. Customers may choose a group program such as “Get Golf Ready” or individual lessons from District golf professionals. Additionally, staff attends local physical education classes and participates in after-school programs. The Golf Course also performs all types of club repair, from re-shafting clubs to simple grip installation, to cover all customers’ needs.



**Changes for 2021:** Staff renewed and expanded the 2-Year Anniversary Pass special sale, with two different membership levels. Other department goals include becoming the elite option for lessons and club fitting in the area, continue ongoing course renovations (specifically targeting the Back 9 bunkers in 2021), replacing the failing irrigation controllers and satellite stations, and upgrading the Par 3 greens including adding a shelter and improving the adjacent patio area.

Due to pandemic regulations, no winter simulator golf league is planned for winter 2020-2021. Dependent on these conditions is fall 2021, indoor practice and play may become available for winter 2021-2022.

**Staffing:** 1 golf manager, 1 golf course superintendent, 1 assistant golf course superintendent, 1 golf pro, 1 part-time assistant golf pro, 1 part-time equipment tech/shop manager, 1 part-time maintenance worker, 34 part-time seasonal

### Golf Course 2021 Budget

Revenues	18 Actual	19 Actual	20 Budget	21 Budget
Advertising Income	\$ 8,619	\$ 13,120	\$ 7,250	\$ 10,000
Season Passes - Core	\$ 74,000	\$ 61,448	\$ 42,000	\$ 44,000
Season Passes - Casual	\$ -	\$ 137,213	\$ 142,000	\$ 142,000
Greens Fees 18 & 9 holes	\$ 151,916	\$ 127,611	\$ 138,000	\$ 140,000
Greens Fees Par 3	\$ 7,555	\$ 4,560	\$ 5,000	\$ 16,000
Greens Fees Coupons	\$ 2,320	\$ 935	\$ 2,500	\$ 1,000
Simulator Fees	\$ 15,323	\$ 14,466	\$ 12,500	\$ 6,500
Golf Car Rentals	\$ 109,534	\$ 163,252	\$ 165,000	\$ 163,000
Golf Car Coupons	\$ 9,166	\$ 9,354	\$ 12,000	\$ 10,000
Pull Cart Rentals	\$ 485	\$ 1,713	\$ 2,000	\$ 1,200
Clubs Rentals	\$ 700	\$ 1,093	\$ 800	\$ 750
Locker Rentals	\$ 600	\$ 1,025	\$ 750	\$ 750
Practice Range	\$ 13,271	\$ 18,401	\$ 18,000	\$ 20,000
Clubhouse Rental	\$ 2,400	\$ 1,475	\$ 2,500	\$ 1,000
Golf Lesson Income	\$ 4,807	\$ 5,785	\$ 6,500	\$ 5,000
Foot Golf	\$ 1,535	\$ 1,707	\$ 2,000	\$ 2,000
Merchandise Income	\$ 107,405	\$ 118,362	\$ 108,000	\$ 105,000
Food Concession	\$ 14,435	\$ 20,108	\$ 19,000	\$ 18,000
Fountain Beverage	\$ 1,551	\$ 2,202	\$ 2,200	\$ 2,000
Beer and Wine	\$ 36,721	\$ 36,224	\$ 52,000	\$ 44,000
Beverage Cart	\$ 10,853	\$ 8,745	\$ 9,500	\$ 10,500
Vending	\$ 8,556	\$ 16,767	\$ 11,000	\$ 13,000
Fishing Licenses	\$ -	\$ 61	\$ 70	\$ -
Jason Smitley Memorial	\$ -	\$ 3,883	\$ 4,000	\$ -
Interest Income	\$ 1	\$ 145	\$ 12	\$ 100
Miscellaneous Revenues	\$ 2,027	1,553	\$ 500	\$ 400
<b>Totals</b>	<b>\$ 583,780</b>	<b>\$ 771,208</b>	<b>\$ 765,082</b>	<b>\$ 756,200</b>

Expenditures	18 Actual	19 Actual	20 Budget	21 Budget
<b>Full-Time Personnel</b>	\$ 177,019	\$ 168,598	\$ 190,306	\$ 183,304
<b>Part-Time Personnel</b>	\$ 121,453	\$ 146,593	\$ 164,144	\$ 189,257
<b>Health Insurance</b>	\$ 34,884	\$ 43,218	\$ 52,848	\$ 51,866
<b>Dental Insurance</b>	\$ 1,813	\$ 1,330	\$ 1,472	\$ 1,750
<b>Life Insurance</b>	\$ 255	\$ 251	\$ 256	\$ 384
<b>Uniforms</b>	\$ 1,802	\$ 1,341	\$ 1,500	\$ 1,600
<b>Supplies</b>	\$ 110,030	\$ 100,756	\$ 112,700	\$ 118,250
<b>Gasoline</b>	\$ 6,987	\$ 9,117	\$ 8,050	\$ 9,133
<b>Diesel Fuel</b>	\$ 6,644	\$ 5,414	\$ 7,500	\$ 7,500
<b>Heating Fuel</b>	\$ 6,762	\$ 6,738	\$ 7,000	\$ 700
<b>Electric</b>	\$ 15,404	\$ 16,584	\$ 19,000	\$ 18,000
<b>Telephone</b>	\$ 886	\$ 903	\$ 1,011	\$ 640
<b>Water/Sewer</b>	\$ 4,333	\$ 5,250	\$ 3,250	\$ 3,650
<b>Connectivity &amp; IT Services</b>	\$ 2,262	\$ 2,246	\$ 2,435	\$ 2,200
<b>Contractual/Professional</b>	\$ 29,940	\$ 45,506	\$ 46,675	\$ 14,120
<b>Conferences/Dues/Workshops</b>	\$ 4,662	\$ 3,603	\$ 6,330	\$ 4,600
<b>Equipment Repair</b>	\$ 21,022	\$ 26,522	\$ 29,250	\$ 29,250
<b>Promotions &amp; Advertising</b>	\$ 24,256	\$ 21,686	\$ 27,250	\$ 20,000
<b>Facility Maintenance</b>	\$ -	\$ -	\$ -	\$ 10,000
<b>Small Equipment</b>	\$ -	\$ -	\$ -	\$ 640
<b>Merchandise</b>	\$ 90,386	\$ 100,323	\$ 88,000	\$ 87,000
<b>Totals</b>	<b>\$ 660,800</b>	<b>\$ 705,979</b>	<b>\$ 768,977</b>	<b>\$ 755,932</b>

### **Lake of the Woods and Botanical Garden Departments:**

**Description:** The Lake of the Woods Operations Department is responsible for the maintenance, service, and general upkeep of the facilities and public grounds throughout the Lake of the Woods, River Bend, Heron View and Sangamon River Forest Preserves and provides oversight for the Botanical Garden (described below) operations.

Lake of the Woods Forest Preserve is the oldest preserve within the Champaign County Forest Preserve District, beginning operations in 1948. Consisting today of 923 acres, Lake of the Woods includes the following amenities: eight pavilions and shelters for rent; five open-air shelters; six restroom facilities; four playgrounds; four volleyball sand pits; two fishing piers; and nine and a quarter miles of bike paths and nature/multi-use trails.

Developed in the early 2000s, the River Bend Forest Preserve is a 280-acre site, with two lakes totaling 130 acres, 2.5 miles of forest along the Sangamon River, as well as a one mile nature trail and 1.2 mile multipurpose trail. Amenities include: an open-air shelter; restroom facility; Possibility Pier; and trails.

The Sangamon River Forest Preserve, purchased in 2007, provides a 160-acre area for a variety of natural resource related activities. In addition, it includes an historic residence built in 1919. Amenities include: an open-air shelter; accessible prairie overlook; restroom facility; and 2.25 mile trail system.

Just acquired in 2020, the Heron View Forest Preserve comprises 94 wooded acres along the Sangamon River. Plans are to maintain this natural area with minimal development focused on property access.

The Botanical Garden department maintains the signature Mabery Gelvin Botanical Garden, the Mindy Harrington Memorial Garden, twelve other landscaped areas within Lake of the Woods, and operates one greenhouse for overwintering garden plants.

**Changes for 2021:** The department will participate in completing the OSLAD Peninsula project. Upon completion, it will begin operation of the new boat house, boat launch, and peninsula shelter. A closely related project is the demolition and removal of the Swiss Valley Shelter and preparing for spillway renovation. Other projects include Riverview Retreat Center amenity improvements, and development of public access areas at the Heron View Forest Preserve.

**Staffing:** Site superintendent, 2 assistant superintendents, 1 maintenance worker III, 3 maintenance worker II, 2 maintenance worker I, 1 part-time maintenance worker II, 3 part-time landscape workers, 14 seasonal

**Lake of the Woods 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Property Taxes</b>	\$ 328,414	\$ 332,279	\$ 385,646	\$ 415,826
<b>Lake of the Woods P1 Pavilion</b>	\$ 22,690	\$ 16,455	\$ 22,441	\$ 22,441
<b>Elk's Lake P2 Pavilion</b>	\$ 17,425	\$ 18,415	\$ 20,682	\$ 20,682
<b>Swiss Valley Shelter/ River Bend</b>	\$ 2,120	\$ 490	\$ 220	\$ 220
<b>Sycamore Hollow Shelter</b>	\$ 1,180	\$ 1,110	\$ 1,174	\$ 1,174
<b>Izaak Walton Cabin</b>	\$ 7,300	\$ 5,985	\$ 6,397	\$ 6,397
<b>Riverview Retreat Center</b>	\$ 2,410	\$ 2,925	\$ 2,750	\$ 2,750
<b>Rotary Hill Shelter</b>	\$ 5,370	\$ 5,035	\$ 5,255	\$ 5,255
<b>Boat Rentals</b>	\$ 5,352	\$ 4,548	\$ 5,007	\$ 5,007
<b>Recycling &amp; Miscellaneous</b>	\$ 2,209	\$ 610	\$ 500	\$ 500
<b>Totals</b>	<b>\$ 394,470</b>	<b>\$ 387,852</b>	<b>\$ 450,072</b>	<b>\$ 480,252</b>
<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Full-Time Personnel</b>	\$ 173,759	\$ 183,068	\$ 233,011	\$ 220,844
<b>Part-Time Personnel</b>	\$ 55,708	\$ 50,020	\$ 70,842	\$ 83,700
<b>Health Insurance</b>	\$ 38,760	\$ 41,160	\$ 49,392	\$ 51,198
<b>Dental Insurance</b>	\$ 2,135	\$ 1,736	\$ 2,209	\$ 1,800
<b>Life Insurance</b>	\$ 314	\$ 322	\$ 385	\$ 360
<b>Uniforms</b>	\$ 1,427	\$ 690	\$ 1,100	\$ 1,100
<b>Supplies</b>	\$ 20,736	\$ 18,877	\$ 23,455	\$ 23,455
<b>Gasoline</b>	\$ 7,806	\$ 7,250	\$ 8,565	\$ 8,565
<b>Diesel Fuel</b>	\$ 4,253	\$ 4,199	\$ 4,650	\$ 4,650
<b>Heating Fuel</b>	\$ 6,887	\$ 7,794	\$ 8,300	\$ 8,500
<b>Electric</b>	\$ 12,711	\$ 13,204	\$ 14,850	\$ 14,250
<b>Telephone</b>	\$ 58	\$ 407	\$ 240	\$ 2,650
<b>Water/Sewer</b>	\$ 1,960	\$ 4,598	\$ 2,536	\$ 2,530
<b>Contractual/Professional</b>	\$ 22,187	\$ 23,755	\$ 25,841	\$ 25,841
<b>Conferences/Dues/Workshops</b>	\$ 1,483	\$ 1,952	\$ 1,325	\$ 1,325
<b>ActiveNet Fees</b>	\$ 3,110	\$ 5,674	\$ 2,524	\$ 2,524
<b>Facility Maintenance</b>	\$ -	\$ -	\$ -	\$ 5,660
<b>Equipment Repair</b>	\$ 14,645	\$ 13,684	\$ 15,600	\$ 15,600
<b>Small Equipment</b>	\$ -	\$ -	\$ -	\$ 5,600
<b>Recycling &amp; Miscellaneous</b>	\$ -	\$ -	\$ -	\$ 100
<b>Totals</b>	<b>\$ 367,939</b>	<b>\$ 378,390</b>	<b>\$ 464,825</b>	<b>\$ 480,252</b>

### Botanical Garden 2021 Budget

Revenues	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Property Taxes	\$ 115,131	\$ 124,382	\$ 137,430	\$ 173,965
Garden Weddings	\$ 6,465	\$ 493	\$ 7,730	\$ 10,000
Noel/Gelvin Contribution	\$ 521	\$ 1,386	\$ 6,000	\$ 4,500
Miscellaneous Revenues	\$ 65	\$ 131	\$ -	\$ 3,000
<b>Totals</b>	<b>\$ 122,182</b>	<b>\$ 126,392</b>	<b>\$ 151,475</b>	<b>\$ 191,465</b>
Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Full-Time Personnel	\$ 35,378	\$ 36,662	\$ 42,312	\$ 66,034
Part-Time Personnel	\$ 21,755	\$ 30,165	\$ 47,459	\$ 42,856
Health Insurance	\$ 7,752	\$ 8,232	\$ 9,960	\$ 16,898
Dental Insurance	\$ 427	\$ 347	\$ 368	\$ 550
Life Insurance	\$ 63	\$ 64	\$ 64	\$ 132
Uniforms	\$ 324	\$ 441	\$ 750	\$ 1,000
Supplies	\$ 5,692	\$ 7,404	\$ 8,700	\$ 9,000
Discovery Garden	\$ 745	\$ 1,097	\$ 1,500	\$ 1,500
Landscaping Materials/Topsoil	\$ 14,035	\$ 11,973	\$ 14,500	\$ 14,000
Noel/Gelvin Endowment	\$ 787	\$ 1,668	\$ 6,000	\$ 4,500
Gasoline	\$ 1,641	\$ 1,609	\$ 1,500	\$ 1,700
Diesel Fuel	\$ -	\$ -	\$ 100	\$ 100
Heating Fuel	\$ 4,219	\$ 4,276	\$ 5,000	\$ 5,000
Electric	\$ 3,803	\$ 6,789	\$ 7,820	\$ 7,800
Water/Sewer	\$ 530	\$ 644	\$ 749	\$ 750
Contractual/Professional	\$ 3,125	\$ 1,311	\$ 3,350	\$ 4,275
Conferences/Dues/Workshops	\$ 1,140	\$ 1,455	\$ 1,395	\$ 1,395
ActiveNet Fees	\$ 383	\$ 175	\$ 465	\$ 700
Facility Maintenance	\$ -	\$ -	\$ -	\$ 3,700
Equipment Repair	\$ 1,674	\$ 2,315	\$ 5,012	\$ 4,750
Small Equipment	\$ -	\$ -	\$ -	\$ 4,827
<b>Totals</b>	<b>\$ 103,473</b>	<b>\$ 116,627</b>	<b>\$ 157,004</b>	<b>\$ 191,465</b>

### Homer Lake Department

**Description:** Homer Lake is an 828 acre preserve with forest, wetland, prairie and an 80 acre lake with five miles of shoreline. The property was managed by the District since 1971, although the Illinois Department of Natural Resources did not transfer ownership until 1992. Homer Lake is ideal for hiking. Trails cross grasslands, prairies, and woodlands, and hikers can walk along the Salt Fork River or around secluded Collins Pond. The Salt Fork Center is a frequently rented facility for gatherings overlooking Homer Lake. Nearby is a boat dock, outdoor amphitheater, and trail system. The Homer Lake Interpretive Center is located just inside the entrance to the preserve. This facility features live animals, interactive displays, and a wildlife viewing area, as well as office and program space used by education staff.

Homer Lake oversees the Kickapoo Rail Trail (KRT), a linear park of 146 acres, which when completed will offer a 12.7 mile multipurpose trail from the City of Urbana, Illinois to the eastern Champaign County line.

This department is responsible for the general maintenance, service and upkeep of the Homer Lake Forest Preserve, including its satellite locations: Collins Pond, Hidden Acres, Sylvester Woods, Old Homer Park including the recent 15.58-acre addition, and the Kickapoo Rail Trail; and its facilities: the Homer Lake Interpretive Center; Salt Fork Center; Salt Fork Center Amphitheater; Walnut Hill shelter and playground; the park residence; two small shelters; sailboat launch; Natural Playscape and stream; observation tower, Lincoln wayside exhibit; dam and spillway; one and half miles of Salt Fork River frontage; eight restrooms; four boat ramps; five fishing piers; ten picnic areas with tables, grills and benches; ten plus miles of hiking/multi-use trails with one interpretive trail system; six trail bridges; and one sled hill.

**Changes for 2021:** Capital improvements for 2021 include Salt Fork Center decking and siding improvements, Walnut Hill roof replacement, installation of a Homer Lake Interpretive Center outdoor class room shade shelter and new garage, Kickapoo Rail Trail surface improvements, and HVAC efficiency upgrades.

**Staffing:** Site superintendent, assistant superintendent, maintenance worker II, 2 part-time maintenance worker II, 2 part-time maintenance worker I

**Homer Lake 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Property Taxes</b>	\$ 218,432	\$ 210,789	\$ 243,061	\$ 270,534
<b>Walnut Hill Shelter</b>	\$ 3,935	\$ 2,620	\$ 3,500	\$ 2,500
<b>Salt Fork Center</b>	\$ 21,421	\$ 24,335	\$ 23,500	\$ 9,400
<b>Recycling &amp; Miscellaneous</b>	\$ 226	\$ 193	\$ 200	\$ 200
<b>Totals</b>	<b>\$ 244,014</b>	<b>\$ 237,937</b>	<b>\$ 270,261</b>	<b>\$ 282,634</b>
<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Full-Time Personnel</b>	\$ 121,688	\$ 127,472	\$ 140,651	\$ 162,991
<b>Part-Time Personnel</b>	\$ 20,851	\$ 24,375	\$ 38,540	\$ 28,490
<b>Health Insurance</b>	\$ 15,504	\$ 16,464	\$ 16,464	\$ 23,324
<b>Dental Insurance</b>	\$ 864	\$ 695	\$ 736	\$ 850
<b>Life Insurance</b>	\$ 115	\$ 129	\$ 128	\$ 204
<b>Uniforms</b>	\$ 719	\$ 266	\$ 600	\$ 700
<b>Supplies</b>	\$ 22,884	\$ 25,564	\$ 27,132	\$ 27,675
<b>Gasoline</b>	\$ 1,722	\$ 1,962	\$ 2,300	\$ 2,300
<b>Diesel Fuel</b>	\$ 2,492	\$ 2,190	\$ 2,300	\$ 2,300
<b>Heating Fuel</b>	\$ 1,548	\$ 1,791	\$ 3,000	\$ 2,400
<b>Electric</b>	\$ 8,448	\$ 8,347	\$ 9,500	\$ 9,300
<b>Telephone</b>	\$ 1,480	\$ 1,525	\$ 1,600	\$ 2,400
<b>Connectivity &amp; IT Services</b>	\$ 1,119	\$ 1,169	\$ 1,185	\$ 2,400
<b>Contractual/Professional</b>	\$ 6,031	\$ 5,564	\$ 5,000	\$ 5,300
<b>Conferences/Dues/Workshops</b>	\$ 1,795	\$ 1,714	\$ 2,640	\$ 1,750
<b>ActiveNet Fees</b>	\$ 998	\$ 2,795	\$ 2,761	\$ 1,250
<b>Facility Maintenance</b>	\$ -	\$ -	\$ -	\$ 5,000
<b>Equipment Repair</b>	\$ 2,227	\$ 2,391	\$ 3,800	\$ 4,000
<b>Totals</b>	<b>\$ 210,485</b>	<b>\$ 224,413</b>	<b>\$ 258,337</b>	<b>\$ 282,634</b>

## **Middle Fork River Forest Preserve**

**Description:** Middle Fork River Forest Preserve, in the northeast corner of Champaign County, contains 1,710 acres composed of old hardwood timber, reforested lowlands, grassy meadows, waterfowl management areas, wetlands and expansive prairie restoration areas. Middle Fork continues to boast the State of Illinois' only International Dark Sky Park. The preserve offers the District's only campground with 65 all-electric sites. In addition to camping, the site offers a swim beach, fishing, hiking, cross-country skiing, picnicking, building rentals, and campground naturalist programs. About four miles of the Middle Fork River run through the preserve. Middle Fork features a fully-enclosed rental pavilion, the Activity Center, available year round and Sugar Creek open air shelter.

Middle Fork is the largest forest preserve, nearly double the next largest and is the District's only twenty-four/seven operation during the recreation season. In addition to maintaining and operating the campground, including its reservation system, and other recreation amenities; Middle Fork staff engage in significant habitat restoration and maintenance with the Natural Resources department. The Tomlinson Cemetery, a State of Illinois nature preserve, includes a prairie remnant maintained by the department. The Point Pleasant Wetland and historic peat bog is another managed habitat. The North Water Fowl Management Area offers more than 130 acres of nesting habitat for migratory waterfowl. An easily-accessible viewing platform allows visitors the opportunity to observe the wetland wildlife. The South Water Fowl Management Area is a non-public site maintained for waterfowl habitat. Both waterfowl areas are closed for several months for spring nesting.

**Changes for 2021:** In 2021 the department will add primitive camping for Dark Sky campers who have requested less developed sites for camping, adding and improving trail systems for better accessibility and a new Dark Sky Trail System to better accommodate Dark Sky visitors, and better utilize an upland trail not impacted by seasonal flooding. Replacing the heating and air condition system at the Activity Center and improving facilities at the campground shower house are other 2021 priorities.

**Staffing:** 1 site superintendent, 1 assistant superintendent, 2 maintenance worker III, 1 maintenance worker II, 3 part-time maintenance worker I, 6 seasonal

### **Middle Fork 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Property Taxes</b>	\$ 200,998	\$ 219,098	\$ 247,789	\$ 285,536
<b>Activity Center</b>	\$ 5,710	\$ 5,575	\$ 6,000	\$ 2,100
<b>Camping Fees</b>	\$ 73,218	\$ 79,930	\$ 77,500	\$ 75,000
<b>Ice Cream</b>	\$ 563	\$ 785	\$ 650	\$ 700
<b>Ice</b>	\$ 2,227	\$ 1,868	\$ 1,600	\$ 1,900
<b>Worms</b>	\$ 352	\$ 283	\$ 250	\$ 290
<b>Firewood</b>	\$ 4,181	\$ 5,754	\$ 3,850	\$ 5,000
<b>Recycling &amp; Miscellaneous</b>	\$ 101	\$ 16	\$ -	\$ 200
<b>Totals</b>	<b>\$ 287,350</b>	<b>\$ 313,309</b>	<b>\$ 337,639</b>	<b>\$ 370,726</b>

<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Full-time Personnel</b>	\$ 134,422	\$ 151,697	\$ 187,357	\$ 186,638
<b>Part-time Personnel</b>	\$ 25,316	\$ 29,597	\$ 34,008	\$ 40,361
<b>Health Insurance</b>	\$ 15,504	\$ 17,836	\$ 24,696	\$ 32,928
<b>Dental Insurance</b>	\$ 1,281	\$ 1,187	\$ 1,472	\$ 1,200
<b>Life Insurance</b>	\$ 172	\$ 197	\$ 257	\$ 240
<b>Uniforms</b>	\$ 917	\$ 417	\$ 800	\$ 800
<b>Supplies</b>	\$ 21,086	\$ 23,644	\$ 25,000	\$ 27,000
<b>Gasoline</b>	\$ 2,967	\$ 3,234	\$ 3,800	\$ 3,800
<b>Diesel Fuel</b>	\$ 3,000	\$ 2,159	\$ 3,000	\$ 3,000
<b>Heating Fuel</b>	\$ -	\$ 1,134	\$ 1,300	\$ 1,400
<b>Electric</b>	\$ 15,586	\$ 15,051	\$ 17,000	\$ 18,000
<b>Telephone</b>	\$ 2,939	\$ 2,370	\$ 2,300	\$ 2,400
<b>Connectivity &amp; IT Services</b>	\$ 507	\$ 497	\$ 1,000	\$ 2,700
<b>Contractual/Professional</b>	\$ 11,655	\$ 10,069	\$ 13,000	\$ 14,000
<b>Conferences/Dues/Workshops</b>	\$ 231	\$ 1,705	\$ 3,100	\$ 2,800
<b>ActiveNet Fees</b>	\$ 416	\$ 622	\$ 600	\$ 600
<b>Facility Maintenance</b>	\$ -	\$ -	\$ -	\$ 6,200
<b>Equipment Repair</b>	\$ 1,115	\$ 359	\$ 500	\$ 4,000
<b>Small Equipment</b>	\$ -	\$ -	\$ -	\$ 12,000
<b>Camping Reservation Fees</b>	\$ 996	\$ 1,125	\$ 1,400	\$ 1,300
<b>Credit Card Charges</b>	\$ 1,965	\$ 2,117	\$ 1,800	\$ 2,000
<b>Merch For Resale</b>	\$ 5,520	\$ 6,783	\$ 7,075	\$ 7,360
<b>Totals</b>	<b>\$ 245,595</b>	<b>\$ 271,800</b>	<b>\$ 329,465</b>	<b>\$ 370,726</b>

## Capital Program Functional Area

The Champaign County Forest Preserve District’s capital program has both operating and capital components. In addition to the Capital Projects and Equipment, Land Acquisition and Debt Service funds, two operating departments directly support the Capital Program. These two are Construction and Planning. Additionally, farm operations (which prevent invasive plants on District lands before prairie, woodland or riparian restoration) provide a revenue source for Natural Resources projects across the District.

### 2021 Capital Program Strategic Outcomes

- Maintain our existing infrastructure and improve facilities to meet community needs
- Care for existing land by employing science-based land management practices
- Acquire land through a proactive, yet strategic planning process

### Future Strategic Objective:

- Identify and pursue projects that enhance regional connectivity of open space, trails

### 2018 to 2021 Capital Project Expenses by Department\*

Expenses	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>District</b>	\$ 269,146	\$ 265,597	\$ 249,200	\$ 1,103,000
<b>Botanical Gardens</b>	\$ 205,099	\$ 47,888	\$ 25,000	\$ -
<b>Construction</b>	\$ 184,169	\$ 207,249	\$ 238,479	\$ 236,663
<b>Farm</b>	\$ 26,927	\$ 14,765	\$ 25,000	\$ 25,000
<b>Golf Course</b>	\$ 46,248	\$ 156,135	\$ 53,500	\$ 130,000
<b>HLIC</b>	\$ -	\$ 16,354	\$ 10,000	\$ 10,000
<b>Homer Lake</b>	\$ 8,927	\$ 4,524	\$ 125,000	\$ 51,000
<b>Kickapoo Rail Trail</b>	\$ 42,935	\$ 60,280	\$ 244,520	\$ 194,482
<b>LOW Ops</b>	\$ 46,142	\$ 18,175	\$ 440,700	\$ 384,500
<b>Marketing</b>	\$ 5,658	\$ 4,377	\$ 10,000	\$ 5,000
<b>Middle Fork</b>	\$ 70,479	\$ 63,935	\$ -	\$ 110,000
<b>Museum</b>	\$ 3,270	\$ 19,921	\$ 389,850	\$ 125,000
<b>Natural Resources</b>	\$ 49,826	\$ 59,588	\$ 137,000	\$ 48,650
<b>Planning</b>	\$ 279,610	\$ 240,469	\$ 368,366	\$ 571,498

\* Includes projects from the Capital, Risk Management, and Land Acquisition Funds.

### Capital Projects and Capital Equipment

The Capital Projects Fund accounts for all District capital expenditures now including capital equipment purchases and safety hazard mitigation projects in the Liability and Insurance Fund. Fund revenues include proceeds from bond sales, grants, donations and transfers from other funds. Historically, fund revenues have come overwhelmingly from District bond sales which are limited annually. For 2021 transfers from the tax levy increase will substantially augment capital projects.

Each July supervisors meet to discuss equipment needs. The Deputy Director for Planning and Development maintains an aggregate equipment inventory including general replacement schedule, while supervisors maintain their department’s inventories. Additionally, the Business and Finance Director maintains fixed asset information to calculate annual depreciation and retained value of District equipment.

Equipment repair is one of the most common potential “budget-busting” concerns for supervisors and is factored into equipment replacement if a particular item has a long and expensive repair record.

The District also maintains an Equipment Fund which is made up of annual e-Bay sales of surplus equipment. This fund is expected to contain \$55,000 at December 31, 2020.



## 2021 Capital Projects

Site	Description	Cost Est
<b>Capital Projects Fund</b>		
HV	Parking	\$15,000.00
HV	Invasive Species Removal	\$16,000.00
GC	Replace Clubhouse Furnaces	\$8,000.00
GC	Par 3 Shelter and New Tables	\$10,000.00
GC	Irrigation Control Installation	\$85,000.00
GC	Back Nine Bunker Renovation	\$35,000.00
HL	Replace Decking & Seal Siding at SF Center	\$13,500.00
HL	Replace HL Residence AC with Heat Pump	\$9,000.00
HL	Walnut Hill New Roof and Repairs	\$20,000.00
HLIC	Garage for HLIC Vehicle	\$10,000.00
HQ	Basement Office Space (2)	\$5,000.00
KRT	Phase 1 Amenities	\$69,900.00
KRT	Phase 2B Design	\$79,200.00
KRT	Railroad Tie Removal	\$30,382.00
LOW	Replace split rail at Peninsula	\$5,000.00
LOW	Replace Roof Izaak Walton	\$55,000.00
LOW	West Maintenance Roof	\$10,000.00
LOW	Elks Lake Pavilion Air Conditioning	\$13,500.00
LOW	Canoe & Kayak Access	\$50,000.00
LOW	Bike Path Maintenance - Stidham	\$40,000.00
LOW	Complete OSLAD Peninsula Project	\$53,000.00
RB	Sealcoat Roads and Groom Trails at River Bend	\$40,000.00
MU	Museum Large Artifacts Collection	\$115,000.00
MU	Museum Blacksmith Wing Renovation	\$10,000.00
MF	Replace Residence Windows	\$20,000.00
MF	Replace Residence Flooring	\$7,500.00
MF	Replace Showerhouse Doors	\$6,500.00
MF	Replace Showerhouse Sinks & Fan	\$11,000.00
MF	Replace Activity Center HVAC	\$65,000.00
District - NR	Trees and Seeds	\$6,000.00
District - NR	Integrated Pest Management	\$6,650.00
KRT	KRT Tree Removal	\$15,000.00
MF	Pond Shoreline Native Planting	\$5,000.00
District	Interpretive Sign Replacement	\$5,000.00
District	Entrance Sign Replacement	\$6,000.00

<b>Risk Management Fund - Capital Projects</b>		
HL	Storm Shelter	\$17,500.00
HQ	Install Vestibule and Panic Hardware	\$8,000.00
LOW	Demolish Swiss Valley	\$5,000.00
LOW	LOW Spillway Repairs	\$126,500.00
District - NR	Hazard Tree Removal	\$35,000.00
<b>Forest Preserves Friends Foundation – Capital Projects</b>		
HL	HLIC Outdoor Classroom Shelter	\$8,000.00
HL	HLIC ADA Parking/Sidewalk	\$5,000.00
LOW	Buffalo Trace Invasive Brush Removal	\$11,000.00
LOW	Buffalo Trace Woodland/Savanna Seed	\$8,500.00
RB	Native Planting - Sunset Lake and CRP	\$5,000.00

Multi-year projects for reroofing the Lake of the Woods Covered Bridge and restoration of Middle Fork Forest Preserve’s Willow Pond are expected to be planned in 2021 and expensed in 2022.

<b>2021 Capital Equipment</b>			
<b>DP</b>	<b>Equipment Description</b>	<b>Est Cost</b>	<b>Reason</b>
BG	72" Zero turn mower, Toro 6000	\$ 14,000	Replace older/smaller unit
BG	EZGO UTV Cart 4 seater	\$ 12,750	
GC	Carry All Clubcar w/enclosure	\$ 7,500	Course supervision during play
HL	RTV	\$ 27,000	age and hours of use
HL	Ford Hybrid battery	\$ 5,000	age of battery
LW	Ford F250 Diesel Truck, 4x4	\$ 57,500	replaces oldest vehicle in fleet
LW	7'6" Standard Duty Snow Plow	\$ 7,500	plow for new vehicle
MF	Skid Steer with Forestry mower	\$ 78,000	replaces 2006 skid steer and mower
		\$ 209,250	

### **Debt Service Fund**

**Description:** According to the Downstate Forest Preserve Act, a district may issue bonds or notes, and pledge its property and credit to an amount, including the existing principal indebtedness, not exceeding 2.3% of the value of the district’s taxable property. The proceeds may only be used for: land acquisition, constructing, restoring, reconditioning, reconstructing and acquiring improvements for the District.

In 1995 an amendment to the tax cap statute (30 ILCS 200/18-185) authorized forest preserve districts to issue bonds only up to the amount levied in 1996 for non-referenda debt, the Debt Service Extension Base (DSEB). The tax cap locked the District’s debt service at \$199,057 from 1995 to 2009. Upon the enactment of Public Acts 96-501 and 96-1202, the value of the DSEB began to increase at the same rate described for tax levies generally; by the lesser of 5% or the percentage increase in the Consumer Price Index during the twelve month calendar year preceding the levy year. Bonds which are secured by the DSEB are called Limited Tax bonds. The District’s 2021 budgeted property tax total includes both its DSEB and an estimate for prior year unpaid property taxes.

The District must pass an ordinance to authorize any issuance of bonds or notes. The District Board must have its secretary properly certify and file a copy of the ordinances with the clerk of each county in which the district lies.

Bonds and notes of a district must be issued in the name of the district, signed by the president and secretary, and counter-signed by the treasurer with the seal of the district affixed. All districts, at or before the time of issuance of bonds or notes, must levy taxes to generate sufficient revenue to pay the principal and interest upon the bonds or notes as they become due. The district must file a certified copy of the ordinance or ordinances providing for the levy of the taxes with the County Clerk.

Absent voter approval via a referendum, the District may not issue limited tax bonds and notes beyond its Debt Service Extension Base.

**Debt Service Fund – 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Property Taxes	\$ 225,427	\$ 230,694	\$ 238,116	\$ 257,901
TIFs PILOTs other Taxes	\$ 215	\$ 167	\$ 200	\$ 175
Interest Income	\$ 2,123	\$ 1,756	\$ 2,000	\$ 100
<b>Totals</b>	<b>\$ 227,765</b>	<b>\$ 232,617</b>	<b>\$ 240,316</b>	<b>\$ 258,176</b>
<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Bond Administrative Fees	\$ 3,975	\$ 475	\$ 4,000	\$ 500
Bond Payments - 2011 Principal	\$ 75,000	\$ 75,000	\$ 80,000	\$ 80,000
Bond Payments - 2011 Interest	\$ 7,728	\$ 6,228	\$ 4,240	\$ 2,120
Bond Payments - 2018 Principal	\$ 142,063	\$ 0	\$ 149,800	\$ 159,000
Bond Payments - 2018 Interest	\$ 4,079	\$ 0	\$ 4,053	\$ 2,385
Miscellaneous Expense – Carle	\$ 0	\$ 0	\$ 0	\$ 1,225
<b>Totals</b>	<b>\$ 232,845</b>	<b>\$ 81,703</b>	<b>\$ 242,093</b>	<b>\$ 245,230</b>

**Land Acquisition Fund**

The Land Acquisition fund has served to purchase the following tracts, among others:

River Bend Forest Preserve	(2002)
Sangamon River Forest Preserve	(2008)
Middle Fork Additions	(2009-2013)
Sylvester Woods	(2012)
Kickapoo Rail Trail	(2013)
Hidden Acres	(2014)
Heron View	(2020)

The Land Acquisition fund is not supported by the District’s tax levy, but depends on land acquisition grants, donations, and transfers from other funds, if needed. The Open Space Lands Acquisition and Development (OSLAD) and Illinois Clean Energy Community Foundation grant programs were instrumental in most purchases since 2008, with the Recreational Trails Program and Illinois Transportation Enhancement Program grants providing the bulk of funding for the Kickapoo Rail Trail purchase.

From 2008 to 2014 the District secured grants and donations to fund 82 percent of land acquisition costs. At 2020 year end, the District held \$138,000 in corporate mitigation funding provided in 2017. Staff seek to leverage these mitigation funds and its land acquisition fund balance for securing grants to protect a larger portion of the Salt Fork River watershed. The District anticipates spending \$153,900 of its land acquisition reserves, including all of the remaining mitigation dollars for this purpose.

**Land Acquisition Fund – 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Clean Energy Grant	\$ -	\$ -	\$ 78,834	\$ 670,000
FPPF Donations	\$ -	\$ -	\$ 3,421	\$ 39,100
Interest Income	\$ 3,758	\$ 4,442	\$ 2,500	\$ 250
Easements/Other	\$ -	\$ 1,400	\$ 0	\$ 0
<b>Totals</b>	<b>\$ 3,758</b>	<b>\$ 5,842</b>	<b>\$ 84,305</b>	<b>\$ 709,350</b>

<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Contractual/Professional	\$ -	\$ 2,000	\$ 7,500	\$ 7,500
Permits and Fees	\$ 46	\$ -	\$ 1,000	\$ 750
Land Acquisition	\$ -	\$ -	\$ 97,800	\$ 854,000
Miscellaneous Expenses	\$ 359	\$ 412	\$ -	\$ 1,000
<b>Totals</b>	<b>\$ 405</b>	<b>\$ 2,412</b>	<b>\$ 106,300</b>	<b>\$ 863,250</b>

**Planning Department**

**Description:** The Planning Department designs and ensures the maintenance of infrastructure, facilities, and amenities that are safe, unique, cost-effective, low-maintenance, energy efficient, sustainable, consistent with District conservation efforts, and reflective of District history.

Project planning begins by reviewing the five year project outlook, and then consulting site staff for updates on potential unexpected needs and new and innovative ideas. Staff then proceed to review previous studies, public surveys, inventories, replacement schedules, plans, and specifications and field verify existing conditions. Available project funding, including research and evaluation of grant opportunities, is considered as plans are prioritized.

Projects are either completed in-house or advertised for public bid. If the latter is required, then bidding documents and draft contracts are prepared and issued. A project schedule is determined in coordination with department heads and site superintendents to minimize conflicts with programs and facility rentals. The planning director reviews construction in progress and coordinates payment schedule with the director of finance.

The Planning Department will continue to phase the largest projects over multiple years whenever possible, while focusing on long-term sustainability and the implementation of green design initiatives as a district-wide standard.

**Changes for 2021:** 2021 begins with a fully staffed Planning Department unlike the recent past. In 2021, staff plans to revisit, correct, and update the District Facility Inventory, as part of a comprehensive plan that will also include a conservation land acquisition plan.

**Staffing:** Two full-time employees: Deputy Planning/Development Director, Planning/Projects Coordinator

**Planning 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Property Taxes	\$ 214,202	\$ 208,969	\$ 155,491	\$ 399,237
TIFs PILOTs other Taxes	\$ 736	\$ 571	\$ 750	\$ 550
Interest Income	\$ 4,104	\$ 3,465	\$ 1,500	\$ 2,500
<b>Totals</b>	<b>\$ 219,042</b>	<b>\$ 213,005</b>	<b>\$ 157,741</b>	<b>\$ 402,287</b>

<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Full-Time Personnel	\$ 120,417	\$ 105,112	\$ 132,086	\$ 137,428
Administrative Salaries	\$ 61,925	\$ 63,710	\$ -	\$ -
Part-Time Personnel	\$ 1,936	\$ 4,855	\$ 4,772	\$ -
Health Insurance	\$ 15,504	\$ 13,720	\$ 16,464	\$ 16,464
Dental Insurance	\$ 854	\$ 608	\$ 736	\$ 600
Life Insurance	\$ 126	\$ 113	\$ 128	\$ 120
Uniforms	\$ 153	\$ 99	\$ 100	\$ 100
Supplies	\$ 1,849	\$ 1,610	\$ 2,000	\$ 2,000
Gasoline	\$ -	\$ -	\$ -	\$ -
Connectivity & IT Services	\$ 4,864	\$ 2,000	\$ 2,260	\$ 2,260
Contractual/Professional	\$ 50	\$ 1,982	\$ 3,000	\$ 3,000
Conferences/Dues/Workshops	\$ 2,348	\$ 399	\$ 2,950	\$ 3,035
Facility Maintenance	\$ -	\$ -	\$ -	\$ 5,000
Sustainability Initiative	\$ -	\$ -	\$ 5,600	\$ 5,600
Legal Advertising	\$ 214	\$ 93	\$ 250	\$ 300
Miscellaneous Expenses	\$ -	\$ -	\$ -	\$ 4,279
<b>Totals</b>	<b>\$ 210,240</b>	<b>\$ 194,301</b>	<b>\$ 170,346</b>	<b>\$ 180,185</b>

## **Construction Department**

### **Description:**

The Construction Department provides major and minor construction services throughout all of the District properties. Major projects generally have significant match commitments that in the past could only be met through sizable monetary donations or in kind construction services provided by this department. The current OSLAD peninsula project at Lake of the Woods and the past Botanical Garden Pond and Waterfall project both relied on significant in kind labor contributions from Construction employees. Neither project could have been completed without this assistance from the Construction Department.

The Construction Department assists other departments in the planning, estimating, and feasibility of future projects. Working with the Executive Director, Planning and Development Department, and affected departments Construction assists with specifications, design, and on site monitoring of contracted work. The Construction crew completes many smaller projects annually and advises departments on facility maintenance and repair issues.

**Changes for 2021:** The Department will continue to be a large part of grant match projects in 2021. Oversight of the completion of the Large Artifacts facility, as well as the continuing work on the OSLAD peninsula project will be much of the focus at the beginning of the year. Later in the year the department focus will shift to projects such as creating accessible parking at Heron View, a garage for the Interpretive Center, canoe and kayak access on the Sangamon River, renovating the Blacksmith exhibit at the Museum of the Grand Prairie among other assigned projects.

**Staffing:** One manager, two construction workers II and one construction worker I

### Construction 2021 Budget

Revenues	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Property Taxes	\$ 182,189	\$ 200,652	\$ 231,396	\$ 234,663
Memorials Contributions	\$ 3,995	\$ 2,520	\$ 2,000	\$ 2,000
<b>Totals</b>	<b>\$ 186,184</b>	<b>\$ 203,172</b>	<b>\$ 233,396</b>	<b>\$ 236,663</b>
Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Full-Time Personnel	\$ 133,696	\$ 155,017	\$ 181,178	\$ 181,036
Part-Time Personnel	\$ 8,953	\$ -	\$ -	\$ -
Health Insurance	\$ 23,256	\$ 31,556	\$ 32,928	\$ 32,928
Dental Insurance	\$ 1,281	\$ 1,302	\$ 1,472	\$ 1,200
Life Insurance	\$ 188	\$ 236	\$ 257	\$ 240
Uniforms	\$ 390	\$ 801	\$ 800	\$ 850
Supplies	\$ 4,437	\$ 4,002	\$ 4,400	\$ 4,400
Gasoline	\$ 951	\$ 930	\$ 1,000	\$ 1,000
Diesel Fuel	\$ 3,145	\$ 2,100	\$ 3,000	\$ 3,000
Heating Fuel	\$ 811	\$ 701	\$ 1,225	\$ 1,225
Electric	\$ 1,236	\$ 1,349	\$ 1,500	\$ 1,500
Contractual/Professional	\$ 199	\$ 213	\$ 219	\$ 219
Conferences/Dues/Workshops	\$ 574	\$ 978	\$ 1,500	\$ 1,565
Facility Maintenance	\$ -	\$ -	\$ -	\$ 5,000
Equipment Repair	\$ 1,536	\$ 1,414	\$ 2,500	\$ 2,500
Memorial Benches/Structures	\$ 2,786	\$ 1,729	\$ 1,500	\$ -
<b>Totals</b>	<b>\$ 183,439</b>	<b>\$ 202,328</b>	<b>\$ 233,479</b>	<b>\$ 236,663</b>

### District Farm Operations

#### **Description:**

During the 1980s the District began managing and operating farmland after purchasing acreage that became the Middle Fork Forest Preserve. The District reports to the Farm Services Agency a total of 788 farm acres across three District preserves, including 230 acres of mixed forage, 188 acres planted in corn and soybeans, 187 acres of mixed grasses, and 182 acres in the Conservation Reserve Program (CRP). Approximately 20% of total District acreage is considered to be farmland by the USDA.

Since 1991, Larry Roberts has farmed row crop agriculture at the Middle Fork Forest Preserve, grossing an average of \$49,248 per year from 2016 to 2020 with average expenses of \$22,063 per year. The District's net revenue for this period equals \$142 per acre per year. The farm expenses and revenues are equally shared by Mr. Roberts and the District. For 2020, District net revenue equaled \$171 per acre.

In 1997 the District enrolled acreage in the federal Conservation Reserve Program. This voluntary program pays farmers to remove environmentally sensitive land from agriculture production and plant species that will improve environmental health and quality. The CRP long-term goals are to re-establish valuable land cover, improve water quality, prevent soil erosion, and reduce loss of wildlife habitat.

In 2009 the Board of Commissioners dedicated the farm and CRP revenues to support District natural resource management. At December 31, 2020 this farm fund balance sheet commitment totaled \$4,583. The 2021 budget anticipates the farm commitment will experience a net increase \$25,120 for future Natural Resources projects.

Conservation Reserve Program	
1997 – Middle Fork River Forest Preserve	64 acres
2002 – River Bend Forest Preserve	59 acres
2008 – Sangamon River Forest Preserve	59 acres

The 2008 Farm Bill began phasing out funding for government entities enrolled in CRP. 2017 was the last year the District received CRP revenues. In 2019 the District entered into an agreement for the Forest Preserve Friends Foundation to act as the farm operator. The Foundation is eligible for the CRP program and has received \$45,701 payments in both 2019 and 2020. The Foundation has also dedicated the CRP proceeds to support District resource management.

**Changes for 2021:**

Work towards implementing sustainable farm practices using the STAR (Savings Tomorrow’s Agriculture Resources) program. Partner with the University of Illinois to develop a precision agriculture plan.

**Farm 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Crop Share	\$ 52,370	\$ 30,036	\$ 50,000	\$ 50,000
Conservation Reserve Program	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenues	\$ 208	\$ 72	\$ 150	\$ 150
<b>Totals</b>	<b>\$ 52,578</b>	<b>\$ 30,108</b>	<b>\$ 50,150</b>	<b>\$ 50,150</b>

<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Supplies	\$ 26,927	\$ 14,765	\$ 25,000	\$ 25,000
Miscellaneous Expenses	\$ -	\$ -	\$ -	\$ -
Transfer to Projects	\$ -	\$ -	\$ 92,000	\$ 17,650
<b>Totals</b>	<b>\$ 26,927</b>	<b>\$ 14,765</b>	<b>\$ 25,000</b>	<b>\$ 42,650</b>

## Administration Functional Area

The Administration Functional Area is composed of three departments - Administration, Marketing, and Volunteer Program; three committees - Diversity, Equity and Inclusion, Compensation, and Information Technology, and four special revenue funds – Liability and Risk Management, Illinois Municipal Retirement, Audit, and Social Security. These special revenue funds are established in Illinois statute for very narrow purposes.

The Administration department has three distinct sections: Executive Management, Human Resources and Risk Management; and Budget and Finance. The Administration department, sections, committees and funds are described on the following pages.

### 2021 Administration Strategic Outcomes

- Increase financial resources to optimize the organizational mission
- Hire and retain high quality staff
- Pursue budget and audit excellence through government finance certification processes
- Invest in capacity to meet growing technology demands
- Enhance employee satisfaction, skills, and productivity through relevant and enriching training opportunities
- Support the employee experience through competitive pay and benefits, a safe and healthy working environment, and meaningful recognition initiatives
- Foster and facilitate active and transparent communication among staff at all levels and between the organization and the public at large

Expenses	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>Administration</b>	\$ 482,481	\$ 488,746	\$ 744,839	\$ 815,642
<b>Marketing</b>	\$ 188,659	\$ 201,126	\$ 209,342	\$ 205,386
<b>Volunteer</b>	\$ 13,521	\$ 18,984	\$ 26,090	\$ 23,621
<b>Audit</b>	\$ 21,500	\$ 22,915	\$ 30,250	\$ 30,422
<b>IMRF</b>	\$ 193,823	\$ 155,202	\$ 186,012	\$ 188,042
<b>Risk</b>	\$ 103,420	\$ 94,950	\$ 103,016	\$ 137,065
<b>Social Security</b>	\$ 162,503	\$ 172,187	\$ 197,440	\$ 217,339

### Executive Administration Section

**Description:** The Executive Administrative Section (EAS) facilitates the execution of policies and long-range objectives as outlined by the District’s Board of Commissioners in its strategic plan and associated planning documents. Responsibilities include general administration and oversight of the activities and programs of District departments, advisory committees, and the Forest Preserve Friends Foundation. The EAS also directs internal and external strategic initiatives, develops operational policies and procedures, secures grant funding, and serves as a partner to the Forest Preserve Friends Foundation in efforts to raise additional resources to support Champaign County’s forest preserves. And lastly, the EAS develops, guides, and evaluates the District’s diversity, equity, and inclusion goals.

### **Diversity, Equity, Inclusion Committee**

In 2021 the Diversity, Equity, Inclusion committee will continue its work to develop strategies and tactics to ensure equitable access for all to District sites and offerings, and remove real and perceived barriers to participation in District activities and evaluate impediments to achieving a workforce that more closely reflects the diverse make-up and perspectives of the Champaign County community.



**Staffing:** 2 full-time positions: Executive Director, Grants & Development Officer, and one part-time Administrative Assistant for Donor Development. Both development positions are shared between the Forest Preserve District and the Friends Foundation.

### **Business and Finance Section**

**Description:** The Business and Finance section prepares the District's tax levy, bond and budget appropriation ordinances, the working budget, as well as working with District auditors to prepare the annual audit, monitors and reconciles District funds and bank/investment accounts, ensuring sufficient liquidity for all payments. All financial planning, transactions and reporting are handled through this section including the annual budget preparation process, maintaining and implementing the District's financial policies; managing investments and district indebtedness, bond payments, coordinating bond issues with financial and legal counsel, overseeing District purchasing, contracts and the bid process; and maintains appropriate internal financial controls to meet audit standards and ensure prudent handling of District funds. Business services also include negotiating vendor agreements such as for purchasing propane and electricity and handling licensing and permitting for certain District activities is also provided by this department. Other responsibilities include: handling Forest Preserve Friends Foundation financial transactions and reporting, responding to legal financial requirements including providing the Public Funds Statement, Open Meetings Act Compensation reports and coordinating the filing of Economic Interest statements; maintaining the District's retention schedule; Administering District farm leases, including those for the Conservation Reserve Program properties, and responding to survey and public information requests

#### **Information Technology Committee:**

Business and Finance coordinates an Information Technology committee comprised of employee representatives from across the District. This committee will begin implementing a five year IT plan and budget. Business and Finance provides support to departments for information technology services, including software and hardware purchasing, maintaining the District's internal Voice over IP network, and providing a common shared network for departments to provide information and collaborate on cross-department projects. The District vendors for IT services are MicroSystems International (Champaign) for District server, website, e-mail and general desktop support, Consolidated Communications for the VoIP system, MediaCom and Frontier for internet connectivity and telephones, and Watch Communications for Middle Fork, and Viasat for Homer Lake and the Interpretive Center connectivity.

**Staffing:** Two full time positions (Director, Assistant Director), one part time position (Accounts Payable Clerk).

### **Human Resources & Risk Management Section**

**Description:** The Human Resources and Risk Management Section manages the District's personnel recruitment, retention, training and compensation; maintains and ensures compliance with District personnel policies, procedures, and programs; leads and coordinates the District's safety and risk mitigation strategies, including ad hoc committees that develop emergency management and recovery plans and leads the Compensation Committee. This section keeps abreast of and properly responds to industry trends, legal developments, employee engagement, internal staffing and training needs.

#### **Compensation Committee**

The Compensation Committee, comprised of employee representatives from across the District, steward the organization's compensation philosophy, prepare the annual compensation plan proposal and advise on various compensation-related policies, protocols, and projects. This committee's work directly impacts the District's ability to recruit and retain top talent, to maintain financial sustainability, and to hold the community's trust. The Compensation Committee will oversee a Compensation & Classification Study in 2021, which will help the committee address internal and external pay equity issues. An accurate assessment of compensation and efficiency issues will aide in the District's succession planning, as well as ensure the District is a good steward of the tax revenues received. The committee also hopes to conduct an organizational efficiency analysis in order to ensure optimum productivity for each department.

**HR Staffing:** 2 full time positions (HR Generalist, HR Assistant/Risk Management Coordinator)

**Administration Changes for 2021:**

Board of Commissioners

- Work with the Board to prioritize implementation actions that promote and address Strategic Plan outcomes.
- Provide the Board with opportunities for development and strategic planning.

Legal and Legislative

- Track state and federal legislation that has the potential to affect the policies and practices of the Champaign County Forest Preserve District.
- Continue to meet with state legislators and local government officials locally and in Springfield to increase awareness of the benefits, amenities, and value of the Forest Preserves of and to the residents of Champaign County.

Human Resources

- Overhaul the district recruiting process to increase diversity applicant pool, decrease time-to-fill for all positions and increase hiring operational efficiencies
- Build a training video library to improve the quality and consistency of safety and personnel training.

Financial and Operational

- Develop strategies to prioritize existing revenue and raise new resources to successfully address the operating and capital needs of the Forest Preserves.
- Implement program budget reporting systematically across District departments and personnel.

Information Technology

- Begin implementation of the five-year technology plan, upgrading current vendor services and identifying strategies for addressing service gaps, and developing a disaster recovery plan.

Friends Foundation

- Expand Board membership by 2-3 additional individuals.
- Continue to set fundraising priorities that reflect the most urgent needs of the District and offer the greatest potential for private donations.
- Offer training opportunities to grants and development staff to expand annual giving, donor retention, and the capacity for relationship building with major donors.

**Administration 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Property Taxes</b>	\$ 661,422	\$ 641,404	\$ 631,699	\$ 881,646
<b>TIFs PILOTs other Taxes</b>	\$ 176,512	\$ 201,484	\$ 200,854	\$ 160,061
<b>Foundation Contributions</b>	\$ 500	\$ -	\$ 7,020	\$ 37,496
<b>Interest Income</b>	\$ 23,350	\$ 33,308	\$ 20,000	\$ 17,500
<b>Fixed Asset Sales</b>	\$ 4,711	\$ 19,441	\$ 10,000	\$ -
<b>Miscellaneous Revenues</b>	\$ 3,913	\$ 2,622	\$ 500	\$ 150
<b>Totals</b>	<b>\$ 874,487</b>	<b>\$ 898,259</b>	<b>\$ 870,073</b>	<b>\$ 1,117,353</b>

### Administration 2021 Budget

Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>Full-Time Personnel</b>	\$ 289,564	\$ 304,123	\$ 350,978	\$ 426,856
<b>Part-Time Personnel</b>	\$ 35,176	\$ 47,207	\$ 59,997	\$ 29,205
<b>Health Insurance</b>	\$ 28,397	\$ 32,164	\$ 44,616	\$ 51,432
<b>Health Reimbursement</b>	\$ 9,199	\$ 22,051	\$ 41,000	\$ 41,000
<b>Dental Insurance</b>	\$ 1,637	\$ 1,389	\$ 1,841	\$ 1,800
<b>Life Insurance</b>	\$ 241	\$ 257	\$ 321	\$ 360
<b>Supplies</b>	\$ 11,968	\$ 9,622	\$ 13,840	\$ 13,840
<b>Gasoline</b>	\$ 1,016	\$ 667	\$ 1,000	\$ 1,000
<b>Uniforms</b>	\$ 214	\$ 168	\$ 300	\$ 300
<b>Heating Fuel</b>	\$ 2,594	\$ 1,493	\$ 3,000	\$ 3,000
<b>Electric</b>	\$ 3,982	\$ 4,190	\$ 4,500	\$ 4,500
<b>Telephone</b>	\$ 7,979	\$ 8,946	\$ 8,148	\$ 8,148
<b>Connectivity &amp; IT Services</b>	\$ 41,963	\$ 43,884	\$ 48,200	\$ 34,600
<b>Contractual/Professional</b>	\$ 22,634	\$ 27,383	\$ 21,555	\$ 21,155
<b>KRT User Survey</b>	\$ 6,867	\$ 6,867	\$ -	\$ -
<b>Commissioner Travel</b>	\$ 8,323	\$ 8,936	\$ 12,450	\$ 12,450
<b>Conferences/Dues/Workshops</b>	\$ 11,505	\$ 10,613	\$ 12,386	\$ 13,116
<b>Grant Fees</b>	\$ 119	\$ 185	\$ 2,500	\$ 2,500
<b>Legal Advertising</b>	\$ 2,294	\$ 911	\$ 1,500	\$ 2,000
<b>HR Contractual Services</b>	\$ -	\$ 2,950	\$ 22,730	\$ 24,520
<b>Employment Advertising</b>	\$ 217	\$ 1,433	\$ 1,433	\$ 3,300
<b>District Training &amp; Recognition</b>	\$ 3,149	\$ 7,028	\$ 14,819	\$ 12,900
<b>Diversity, Equity and Inclusion</b>	\$ -	\$ -	\$ -	\$ 5,000
<b>Technology Fund</b>	\$ 11,619	\$ 10,366	\$ 40,600	\$ 89,140
<b>Equipment Repair</b>	\$ 654	\$ 38	\$ 1,500	\$ 1,500
<b>Miscellaneous Expenses</b>	\$ 6,299	\$ 25,031	\$ 34,625	\$ 11,620
<b>Totals</b>	<b>\$ 507,610</b>	<b>\$ 577,902</b>	<b>\$ 743,839</b>	<b>\$ 815,642</b>

### **Marketing Department**

**Description:** The Marketing Department creates District publications and informational and promotional pieces, handles customer inquiries and rentals, communicates with the media, coordinates preserve grand openings and District special events, cultivates partnership opportunities, manages the District presence on social media and oversees the District website. The most common method for promoting the District’s activities is through articles and advertisements with online blogs and newspapers. Custom ads are designed to promote programs, lectures, open houses, and grand openings. General ads for the District are submitted to several community calendars.

The District uses Instagram, Facebook, YouTube, and Twitter as avenues to promote public events, programs, summer camps, and current news from various departments. Staff also appear monthly on WICA’s CiLiving. These appearances provide another approach to promote public events, programs, summer camps, and current District news.

The Marketing Department provides substantial support to the District’s Citizen Advisory Committee’s considerable outreach efforts.

**Staffing:** Two full-time positions (Marketing Coordinator and Administrative Assistant)

### Marketing 2021 Budget

Revenues	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Property Taxes	\$ 181,155	\$ 180,932	\$ 196,799	\$ 192,886
Freedom Fest	\$ 11,267	\$ 13,961	\$ 12,500	\$ 12,500
<b>Totals</b>	<b>\$ 192,422</b>	<b>\$ 194,893</b>	<b>\$ 209,299</b>	<b>\$ 205,386</b>
Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Full-Time Personnel	\$ 82,584	\$ 86,436	\$ 94,906	\$ 93,436
Part-Time Personnel	\$ -	\$ -	\$ -	\$ -
Health Insurance	\$ 15,504	\$ 16,464	\$ 16,464	\$ 16,464
Dental Insurance	\$ 854	\$ 695	\$ 736	\$ 600
Life Insurance	\$ 126	\$ 129	\$ 129	\$ 120
Uniforms	\$ 105	\$ 132	\$ 250	\$ 250
Supplies	\$ 2,463	\$ 1,572	\$ 2,500	\$ 2,150
Connectivity & IT Services	\$ 2,835	\$ 2,282	\$ 3,208	\$ 3,517
Contractual/Professional	\$ 8,425	\$ 11,594	\$ 12,640	\$ 11,140
Conferences/Dues/Workshops	\$ 3,275	\$ 4,274	\$ 4,109	\$ 4,109
Promotions/Advertising	\$ 60,078	\$ 63,349	\$ 61,400	\$ 60,600
Freedom Fest	\$ 12,410	\$ 14,200	\$ 13,000	\$ 13,000
<b>Totals</b>	<b>\$ 188,659</b>	<b>\$ 201,127</b>	<b>\$ 209,342</b>	<b>\$ 205,386</b>

#### **Volunteer Program Department**

**Description:** The Volunteer Department recruits and engages volunteers in support of the District mission and operations. Volunteers may be individuals, large and small groups, community service required, scouting projects, and visiting groups like Americorps or Catholic Heart Workers. In most instances, department staff oversee and supervisor the volunteers. The Volunteer Coordinator works with department staff to retain volunteers. The Volunteer Coordinator keeps records on volunteerism with the District, liaises with the Champaign County Master Naturalist program and promotes and advertises District volunteer opportunities within the community.

#### **Changes for 2021:**

Promote diversity within the volunteer population and develop a volunteer mentorship/ambassador program.

**Staffing:** One part-time coordinator

**Volunteer 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Property Taxes</b>	\$ 18,635	\$ 17,693	\$ 19,772	\$ 22,470
<b>Nature Conservancy Grant</b>	\$ -	\$ -	\$ -	\$ 1,151
<b>Totals</b>	<b>\$ 18,635</b>	<b>\$ 17,693</b>	<b>\$ 19,772</b>	<b>\$ 23,621</b>
<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
<b>Part-Time Personnel</b>	\$ 10,920	\$ 14,634	\$ 21,740	\$ 17,970
<b>Uniforms</b>	\$ -	\$ -	\$ 100	\$ 100
<b>Supplies</b>	\$ 975	\$ 1,519	\$ 1,000	\$ 1,000
<b>Contractual/Professional</b>	\$ -	\$ 495	\$ 500	\$ 600
<b>Conferences/Dues/Workshops</b>	\$ 495	\$ 256	\$ 250	\$ 300
<b>Volunteer Recognition</b>	\$ 1,131	\$ 1,012	\$ 1,500	\$ 1,500
<b>Master Naturalist Program</b>	\$ -	\$ 1,068	\$ 1,000	\$ 1,000
<b>Nature Conservancy Grant</b>	\$ -	\$ -	\$ -	\$ 1,151
<b>Totals</b>	<b>\$ 13,521</b>	<b>\$ 18,984</b>	<b>\$ 26,090</b>	<b>\$ 23,621</b>

## **Liability and Compensation Insurance (Risk Management) Fund**

**Description:** According to Illinois statute, the District may levy and collect a tax amount sufficient to pay:

- The costs of settlements or judgments for tort, unemployment and worker’s compensation claims;
- The costs of protecting itself or its employees against liability, property damage or loss (including costs and reserves of being a member of an insurance pool);
- The costs of principal and interest on bonds issued to pay tort judgments or settlements; and
- The costs of risk management.

CCFPD risk management and insurance are provided through the Park District Risk Management Agency (PDRMA), which the District joined in 1993. PDRMA is a self-governed risk pool, and all members share the responsibility for PDRMA's ongoing stability and growth. Members benefit from the collective strength of the shared commitment to solid risk management and count on PDRMA to provide value to their organizations. PDRMA programs and services are expressly for the park and recreation industry, including forest preserve districts. PDRMA Risk Management Consultants hold a variety of safety certifications and share their expertise with members to help them manage risks and to guide them during loss-related crises.

Since the mid-1990s, new Property/Casualty Program members have saved an average of 35 percent over the commercial market, getting higher coverage limits and broader services. Insurance includes, but is not limited to, general liability, umbrella liability, fire and extended coverage, burglary, theft, employee and commissioner bonds, worker’s compensation, unemployment compensation, and insurance on District vehicles and equipment.

PDRMA's philosophy is to prevent loss instead of paying for losses. PDRMA educates members about risk management best practices, helps protect their assets, and provides comprehensive coverage at a competitive price. PDRMA has maintained stable rates year after year. They also offer assurance of knowing they are there to defend against frivolous lawsuits and to counsel when needed.

**Changes for 2021:** Increased budget for safety hazard capital projects.

### **CCFPD Insurance Coverage Limits**

Scope of Coverage	Coverage Dates	Limits Each Occurrence	Millions (000,000)
<b>General Liability</b> *Commercial liability *Occurrence	1/1/2021-12/31/2021	Bodily Injury and Property Damage	\$3
		Personal Injury	\$3
<b>Automobile Liability</b>	1/1/2021-12/31/2021	Bodily Injury and Property Damage	\$3
<b>Workers' Compensation</b>	1/1/2021-12/31/2021		Statutory
<b>Employer's Liability</b>	1/1/2021-12/31/2021		\$3
<b>Liquor Liability</b>	1/1/2021-12/31/2021		\$3

**Liability and Compensation Insurance - 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Property Taxes	\$ 134,668	\$ 139,212	\$ 162,053	\$ 271,475
TIFs PILOTs other Taxes	\$ 129	\$ 100	\$ 125	\$ 100
Interest Income	\$ 1,805	\$ 1,704	\$ 1,750	\$ 200
PDRMA Incentive	\$ 3,000	\$ 1,500	\$ 1,500	\$ 1,500
Illinois Capital Project	\$ -	\$ -	\$ -	\$ 110,000
<b>Totals</b>	<b>\$ 139,602</b>	<b>\$ 142,516</b>	<b>\$ 165,428</b>	<b>\$ 383,275</b>

<b>Expenditure</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Insurance Premiums	\$ 97,386	\$ 94,822	\$ 101,701	\$ 109,286
Safety Inspections	\$ 6,125	\$ 50	\$ 4,800	\$ 4,400
Unemployment Compensation	\$ -	\$ -	\$ -	\$ 10,000
Miscellaneous Risk Management	\$ 6,034	\$ 0	\$ 0	\$ 3,379
Risk Management	\$ 9,919	\$ 14,719	\$ 10,915	\$ 10,000
Building Codes, Doors, Signage*	\$ -	\$ 15,048	\$ 10,000	\$ 139,500
Hazardous Tree Removal*	\$ 7,080	\$ 34,060	\$ 35,000	\$ 35,000
Storm Shelter*	\$ -	\$ -	\$ -	\$ 17,500
<b>Totals</b>	<b>\$ 126,544</b>	<b>\$ 158,699</b>	<b>\$ 162,416</b>	<b>\$ 329,065</b>

\*Capital Project, see page 34

## Illinois Municipal Retirement Fund

**Description:** The District may levy and collect a tax not to exceed the amount appropriated for the District’s contribution to the Illinois Municipal Retirement Fund. The revenue derived from the tax must be used only for this fund. (40 ILCS 5/7-171)

The District joined IMRF on January 1, 1953. All full time employees participate in IMRF, as do part time employees who are expected to work 1000 or more hours annually. Each year the following are credited to the District’s retirement reserve held by IMRF:

- Employee contributions that represent 4.5% of eligible earnings.
- Employer contributions at the actuarially required contribution rate, 7.93% for 2021.
- IMRF investment income on the preceding year’s retirement reserves.

IMRF automatically credits 7.5% interest annually to the retirement reserve. Actual investment earnings above 7.5% are also credited to the reserve. Any shortfall in investment earnings below 7.5% must be made up for by future employer contributions. Hence, IMRF investment earning below 7.5% will result in increased District actuarial required contribution (ARC) rates and pension payments in the future.

The District’s level of pension funding on a *market basis* for **current employees** is presently 102%. (NOTE: IMRF’s plan requires that the pension reserves for all District **retirees** are fully funded). As employees retire, the amount necessary to fund their pensions (for their actuarial life expectancy) is removed from the District’s retirement reserves to a general retirement account managed by IMRF.

### IMRF resolutions approved by the CCFPD Board of Commissioners:

- **1000 Hour Standard** – increased hourly standard from 600 hours. Approved January 1, 1982.
- **Tax-Deferred Member Contributions** – Approved January 1, 1984.
- **Military Service** – allows employees with military service to buy up to two years of creditable service. Approved October 16, 1997.
- **Early Retirement Incentive** – Approved June 1, 2003 and rescinded June 1, 2004.
- **Cafeteria Plans** – included flexible savings plans, and employee health and dental insurance payments in the calculated employee and employer contributions. Approved August 21, 2008.
- **Taxable Allowances** – Included employee allowances for vehicle, cell phones and Internet in the calculated employee and employer contributions. Approved 2015.

### **Illinois Municipal Retirement Fund - 2021 Budget**

<b>Revenues</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
Property Taxes	\$ 189,928	\$ 167,054	\$ 171,638	\$ 271,475
Personal Prop Replacement Tax	\$ 10,957	\$ 13,623	\$ 13,462	\$ 12,048
TIFs PILOTs other Taxes	\$ 181	\$ 141	\$ 250	\$ 150
Interest Income	\$ 1,168	\$ 1,153	\$ 1,250	\$ 250
<b>Totals</b>	<b>\$ 202,234</b>	<b>\$ 181,971</b>	<b>\$ 186,600</b>	<b>\$ 283,923</b>
<b>Expenditures</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
IMRF Contributions	\$ 193,823	\$ 155,202	\$ 186,012	\$ 187,032
Miscellaneous	\$ -	\$ -	\$ -	\$ 1,010
<b>Totals</b>	<b>\$ 193,823</b>	<b>\$ 155,202</b>	<b>\$ 186,012</b>	<b>\$ 188,042</b>



## Public Accounts Audit Fund

**Description:** The Downstate Forest Preserve Act mandates that forest preserve districts "...shall install and maintain a proper system of accounts for each fund, showing the amount received and disbursed... At least once each year, District will have such accounts audited and the report of this audit shall be open to the public for inspection at all times."

The Governmental Account Audit Act authorizes the district to levy an auditing tax not to exceed .005% of the value of all taxable property in the district. Funds received from the tax must be held in a special fund and used only for the payment of auditing expenses. (50 ILCS 310/9)

The District's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Government Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). For the audit, the District includes all funds relevant to the operations of the primary government, the Champaign County Forest Preserve District. The Forest Preserve Friends Foundation, a legally separate component unit of the District, is reported in the District's annual audit. Depending on the level of financial donations, the Foundation may also be audited separately from the District.

The audit focuses on the District's financial position at December 31 annually and upon changes in the financial position from the preceding year. The District has used the modified accrual basis of accounting to present its financial statements since 2002.

The District audit is a major activity for administrative staff, requiring approximately three months' time to prepare District financials, assist the auditors with their field work review for the audit, and then to report the results to the Board, State, County and other parties interested in District funds.

**District Auditors:**

2018 – 2021	CliftonLarsonAllen
2013 – 2017	Sikich, LLC
2008 – 2012	Bray, Drake, Liles, and Richardson LLP
2005 – 2007	Clifton Gunderson

**Audit Fund - 2021 Budget**

Revenues	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Property Taxes	\$ 23,786	\$ 23,863	\$ 29,825	\$ 45,246
TIFs PILOTs other Taxes	\$ 23	\$ 18	\$ 25	\$ 20
Interest Income	\$ 410	\$ 381	\$ 400	\$ 125
<b>Totals</b>	<b>\$ 24,219</b>	<b>\$ 24,262</b>	<b>\$ 30,250</b>	<b>\$ 45,391</b>
Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Contractual/Professional	\$ 21,500	\$ 22,915	\$ 30,250	\$ 30,250
Miscellaneous	\$ -	\$ -	\$ -	\$ 172
<b>Totals</b>	<b>\$ 21,500</b>	<b>\$ 22,915</b>	<b>\$ 30,250</b>	<b>\$ 30,422</b>

## Social Security Fund

**Description:** The District may levy and collect a tax for the amount necessary to meet the cost of participating in the Federal Social Security Insurance and Medicare programs. (40 ILCS 5/21-110)

The District processes payroll using the Paylocity Human Resources application. Paylocity reports District payroll totals and Social Security payments and transfers the same to the State of Illinois and the Federal Government. Both the District and its employees make federally mandated contributions for Social Security and Medicare taxes, totaling 7.65% of each employee's total wage. The employee share is deducted from each bi-weekly pay check. The District share is paid from the Social Security fund. Both employee and employer pay 7.65% of the employee wage subject to FICA tax to the IRS.

The Social Security fund is reviewed each payroll and annually to ensure financials are accurate and that all federal legal requirements are met by the District.

### Social Security Fund - 2021 Budget

Revenues	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Property Taxes	\$ 166,142	\$ 163,079	\$ 199,940	\$ 239,803
TIFs PILOTs other Taxes	\$ 159	\$ 123	\$ 180	\$ 125
Interest Income	\$ 871	\$ 932	\$ 700	\$ 200
<b>Totals</b>	<b>\$ 167,172</b>	<b>\$ 164,134</b>	<b>\$ 200,820</b>	<b>\$ 240,128</b>

Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Social Security Contributions	\$ 162,503	\$ 172,187	\$ 197,440	\$ 216,415
Miscellaneous	\$ -	\$ -	\$ -	\$ 924
<b>Totals</b>	<b>\$ 162,503</b>	<b>\$ 172,187</b>	<b>\$ 197,440</b>	<b>\$ 217,339</b>

**Appendix A - 2021 Final Budget - Champaign County Forest Preserve District**

<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Administration	01-01-41-00-4101	Revenue	Property Taxes	\$ 881,646
Administration	01-01-41-00-4102	Revenue	Personal Prop Replacement Tax	\$ 160,061
Administration	01-01-41-00-4103	Revenue	TIFs PILOTs other Taxes	\$ 20,500
Administration	01-01-48-52-0000	Revenue	Foundation Contributions	\$ 37,496
Administration	01-01-49-00-4200	Revenue	Interest Income	\$ 17,500
Administration	01-01-49-00-4250	Revenue	Miscellaneous Revenues	\$ 150
<b>Administration</b>		<b>Revenue Total</b>		<b>\$ 1,117,353</b>
Administration	01-01-50-00-5000	Expense	Full-Time Personnel	\$ 409,156
Administration	01-01-50-00-5010	Expense	Part-Time Personnel	\$ 29,205
Administration	01-01-50-00-5099	Expense	Compensation Contingency	\$ 17,700
Administration	01-01-50-01-5030	Expense	Health Insurance	\$ 51,432
Administration	01-01-50-01-5031	Expense	Health Reimbursement	\$ 41,000
Administration	01-01-50-01-5040	Expense	Dental Insurance	\$ 1,800
Administration	01-01-50-01-5050	Expense	Life Insurance	\$ 360
Administration	01-01-51-00-5101	Expense	Supplies	\$ 13,840
Administration	01-01-51-00-5120	Expense	Gasoline	\$ 1,000
Administration	01-01-51-00-5190	Expense	Uniforms	\$ 300
Administration	01-01-52-00-5130	Expense	Heating Fuel	\$ 3,000
Administration	01-01-52-00-5210	Expense	Electric	\$ 4,500
Administration	01-01-52-00-5220	Expense	Telephone	\$ 8,148
Administration	01-01-52-00-5240	Expense	Connectivity & IT Services	\$ 34,600
Administration	01-01-53-00-5201	Expense	Contractual/Professional	\$ 21,555
Administration	01-01-53-00-5204	Expense	Commissioner Travel Conference	\$ 12,450
Administration	01-01-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 10,747
Administration	01-01-53-00-5305	Expense	Legal Advertising	\$ 2,000
Administration	01-01-53-00-5400	Expense	Grant Fees	\$ 2,500
Administration	01-01-53-04-5330	Expense	HR Contractual Services	\$ 24,520
Administration	01-01-53-04-5331	Expense	Employment Advertising	\$ 3,300
Administration	01-01-53-04-5332	Expense	District Training&Recognition	\$ 12,900
Administration	01-01-53-04-5333	Expense	HR Conferences Dues Workshops	\$ 2,369
Administration	01-01-53-04-5334	Expense	Diversity, Equity & Inclusion	\$ 5,000
Administration	01-01-55-00-5510	Expense	Equipment Repair & Parts	\$ 1,500
Administration	01-01-55-00-5520	Expense	Technology Fund	\$ 89,140
Administration	01-01-59-00-5950	Expense	Miscellaneous Expenses	\$ 11,620
<b>Administration</b>		<b>Expense Total</b>		<b>\$ 815,642</b>
Administration	01-01-59-99-9999	Transfer Out	Capital Projects Transfer	\$ 364,124
<b>Administration</b>		<b>Transfer Out Total</b>		<b>\$ 364,124</b>
Administration	01-01-49-99-9090	Transfer In	Debt Service Transfer	\$ 161,385
<b>Administration</b>		<b>Transfer In Total</b>		<b>\$ 161,385</b>

**Appendix A - 2021 Final Budget - Champaign County Forest Preserve District**

<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Botanical Garden	02-10-41-00-4101	Revenue	Property Taxes	\$ 173,965
Botanical Garden	02-10-42-11-4936	Revenue	Garden Weddings	\$ 10,000
Botanical Garden	02-10-48-52-4810	Revenue	Noel/Gelvin Contribution	\$ 4,500
Botanical Garden	02-10-49-00-4250	Revenue	Miscellaneous Revenues	\$ 3,000
<b>Botanical Garden</b>		<b>Revenue Total</b>		<b>\$ 191,465</b>
Botanical Garden	02-10-50-00-5000	Expense	Full-Time Personnel	\$ 66,033
Botanical Garden	02-10-50-00-5010	Expense	Part-Time Personnel	\$ 42,855
Botanical Garden	02-10-50-01-5030	Expense	Health Insurance	\$ 16,898
Botanical Garden	02-10-50-01-5040	Expense	Dental Insurance	\$ 550
Botanical Garden	02-10-50-01-5050	Expense	Life Insurance	\$ 132
Botanical Garden	02-10-51-00-5101	Expense	Supplies	\$ 9,000
Botanical Garden	02-10-51-00-5105	Expense	Discovery Garden Supplies	\$ 1,500
Botanical Garden	02-10-51-00-5110	Expense	Landscaping Materials	\$ 14,000
Botanical Garden	02-10-51-00-5115	Expense	Endowment Landscaping Material	\$ 4,500
Botanical Garden	02-10-51-00-5120	Expense	Gasoline	\$ 1,700
Botanical Garden	02-10-51-00-5125	Expense	Diesel Fuel	\$ 100
Botanical Garden	02-10-51-00-5190	Expense	Uniforms	\$ 1,000
Botanical Garden	02-10-52-00-5130	Expense	Heating Fuel	\$ 5,000
Botanical Garden	02-10-52-00-5210	Expense	Electric	\$ 7,800
Botanical Garden	02-10-52-00-5230	Expense	Water/Sewer	\$ 750
Botanical Garden	02-10-53-00-5201	Expense	Contractual/Professional	\$ 4,275
Botanical Garden	02-10-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 1,395
Botanical Garden	02-10-55-00-5500	Expense	Facility Maintenance	\$ 3,700
Botanical Garden	02-10-55-00-5505	Expense	Small Equipment	\$ 4,827
Botanical Garden	02-10-55-00-5510	Expense	Equipment Repair & Parts	\$ 4,750
Botanical Garden	02-10-57-11-5716	Expense	ActiveNet Fees	\$ 700
<b>Botanical Garden</b>		<b>Expense Total</b>		<b>\$ 191,465</b>

**Appendix A - 2021 Final Budget - Champaign County Forest Preserve District**

<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Capital Project Fund	10-00-42-14-4695	Revenue	Kickapoo Rail Trail Leases	\$ 3,450
Capital Project Fund	10-00-44-50-4471	Revenue	ITEP - KRT Construction	\$ 225,520
Capital Project Fund	10-00-44-50-4473	Revenue	IDOT Reimbursements - KRT DE21	\$ 92,793
Capital Project Fund	10-00-44-51-4400	Revenue	DNR OSLAD - LOW Peninsula	\$ 62,700
Capital Project Fund	10-00-44-51-4401	Revenue	DNR Bike Path	\$ 20,000
Capital Project Fund	10-00-44-51-4402	Revenue	DNR Boat Access	\$ 44,100
Capital Project Fund	10-00-44-51-4410	Revenue	Public Museum Grant	\$ 238,250
Capital Project Fund	10-00-48-53-4804	Revenue	FPPF - LOW Peninsula	\$ 79,950
Capital Project Fund	10-00-48-53-4870	Revenue	FPPF - KRT General	\$ 75,000
Capital Project Fund	10-00-48-53-4873	Revenue	FPPF - KRT Phase 2B	\$ 56,250
Capital Project Fund	10-00-48-53-4874	Revenue	FPPF - KRT Amenities	\$ 56,380
Capital Project Fund	10-00-49-00-4200	Revenue	Interest Income	\$ 1,500
Capital Project Fund	10-00-49-00-4685	Revenue	PDRMA Reimbursements	\$ 103,000
<b>Capital Project Fund</b>		<b>Revenue Total</b>		<b>\$ 1,058,893</b>
Capital Project Fund	10-00-56-00-6099	Expense	Multi-Year Projects	\$ 652,902
Capital Project Fund	10-00-56-00-5501	Expense	Capital Equipment	\$ 209,250
Capital Project Fund	10-02-56-25-6002	Expense	Interpretive Sign Replacement	\$ 5,000
Capital Project Fund	10-03-56-21-6130	Expense	OSLAD Peninsula Project	\$ 53,000
Capital Project Fund	10-03-56-25-2060	Expense	West Maintenance Roof	\$ 10,000
Capital Project Fund	10-03-56-25-6003	Expense	Bike Path Maintenance	\$ 40,000
Capital Project Fund	10-03-56-25-6004	Expense	Replace IWC Roof	\$ 55,000
Capital Project Fund	10-03-56-25-6131	Expense	Split Rail Fence Replacement	\$ 5,000
Capital Project Fund	10-03-56-25-6133	Expense	Canoe Access	\$ 50,000
Capital Project Fund	10-04-56-25-6001	Expense	Sealcoat Roads	\$ 40,000
Capital Project Fund	10-06-56-25-6007	Expense	Replace Activity Center HVAC	\$ 65,000
Capital Project Fund	10-06-56-25-6161	Expense	Replace Shower House Doors	\$ 6,500
Capital Project Fund	10-06-56-25-6162	Expense	Replace Shower House Sinks & F	\$ 11,000
Capital Project Fund	10-06-56-25-6163	Expense	Replace Residence Windows	\$ 20,000
Capital Project Fund	10-06-56-25-6164	Expense	Replace Residence Flooring	\$ 7,500
Capital Project Fund	10-07-56-25-6004	Expense	Walnut Hill Roof/Repairs	\$ 20,000
Capital Project Fund	10-07-56-25-6170	Expense	Replace Decking & Seal Siding	\$ 13,500
Capital Project Fund	10-08-56-21-6180	Expense	Collections Center	\$ 115,000
Capital Project Fund	10-08-56-25-2065	Expense	Renovate-Blacksmith Wing	\$ 10,000
Capital Project Fund	10-09-56-21-6190	Expense	Garage for HLIC Vehicle	\$ 10,000
Capital Project Fund	10-12-56-21-6102	Expense	HQ Basement Offices	\$ 5,000
Capital Project Fund	10-12-56-21-6121	Expense	KRT Phase 1 Amenities	\$ 69,900
Capital Project Fund	10-12-56-21-6123	Expense	KRT Phase 2B Engineering	\$ 79,200
Capital Project Fund	10-12-56-25-6001	Expense	HVFP Parking	\$ 15,000
Capital Project Fund	10-12-56-25-6002	Expense	Entrance Sign Replacement-LOW	\$ 6,000
Capital Project Fund	10-12-56-25-6007	Expense	HVAC Contingency	\$ 30,500
Capital Project Fund	10-12-56-27-6122	Expense	KRT Other	\$ 30,382
Capital Project Fund	10-14-56-27-6067	Expense	Integrated Pest Management	\$ 6,650
Capital Project Fund	10-14-56-27-6068	Expense	Native Plants, Seeds, & Trees	\$ 6,000
Capital Project Fund	10-14-56-27-6069	Expense	KRT Tree Removal	\$ 15,000
Capital Project Fund	10-14-56-27-6142	Expense	Middle Fork Shoreline Planting	\$ 5,000
Capital Project Fund	10-14-56-27-6143	Expense	HV Invasives Removal	\$ 16,000
Capital Project Fund	10-15-56-25-6150	Expense	Front 9 Bunker Renovation	\$ 35,000
Capital Project Fund	10-15-56-25-6151	Expense	Par 3 Shelter & New Tables	\$ 10,000
Capital Project Fund	10-15-56-25-6152	Expense	Irrigation Control Install	\$ 85,000
<b>Capital Project Fund</b>		<b>Expense Total</b>		<b>\$ 1,813,284</b>
Capital Project Fund	10-00-49-99-9020	Transfer In	Farm Fund Transfer	\$ 17,650
Capital Project Fund	10-00-49-99-9101	Transfer In	Transfer from Corporate	\$ 364,124
Capital Project Fund	10-00-49-99-9102	Transfer In	Transfer from Construction	\$ 214,912
<b>Capital Project Fund</b>		<b>Transfer In Total</b>		<b>\$ 596,686</b>

**Appendix A - 2021 Final Budget - Champaign County Forest Preserve District**

<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Construction	02-13-41-00-4101	Revenue	Property Taxes	\$ 234,663
Construction	02-13-48-00-0000	Revenue	Memorials Contributions	\$ 2,000
<b>Construction</b>		<b>Revenue Total</b>		<b>\$ 236,663</b>
Construction	02-13-50-00-5000	Expense	Full-Time Personnel	\$ 181,036
Construction	02-13-50-01-5030	Expense	Health Insurance	\$ 32,928
Construction	02-13-50-01-5040	Expense	Dental Insurance	\$ 1,200
Construction	02-13-50-01-5050	Expense	Life Insurance	\$ 240
Construction	02-13-51-00-5101	Expense	Supplies	\$ 4,400
Construction	02-13-51-00-5120	Expense	Gasoline	\$ 1,000
Construction	02-13-51-00-5125	Expense	Diesel Fuel	\$ 3,000
Construction	02-13-51-00-5190	Expense	Uniforms	\$ 850
Construction	02-13-52-00-5130	Expense	Heating Fuel	\$ 1,225
Construction	02-13-52-00-5210	Expense	Electric	\$ 1,500
Construction	02-13-53-00-5201	Expense	Contractual/Professional	\$ 219
Construction	02-13-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 1,565
Construction	02-13-55-00-5500	Expense	Facility Maintenance	\$ 5,000
Construction	02-13-55-00-5510	Expense	Equipment Repair & Parts	\$ 2,500
<b>Construction</b>		<b>Expense Total</b>		<b>\$ 236,663</b>

Farm	02-11-47-15-4790	Revenue	Crop Share	\$ 50,000
Farm	02-11-49-00-4250	Revenue	Miscellaneous Revenues	\$ 150
<b>Farm</b>		<b>Revenue Total</b>		<b>\$ 50,150</b>
Farm	02-11-51-00-5101	Expense	Supplies	\$ 25,000
<b>Farm</b>		<b>Expense Total</b>		<b>\$ 25,000</b>
Farm	02-11-59-99-9999	Transfer Out	Transfer to Projects	\$ 17,650
<b>Farm</b>		<b>Transfer Out Total</b>		<b>\$ 17,650</b>

General Obligation Bond Fund	09-00-41-00-4101	Revenue	Property Taxes	\$ 257,901
General Obligation Bond Fund	09-00-41-00-4103	Revenue	TIFs PILOTs other Taxes	\$ 175
General Obligation Bond Fund	09-00-49-00-4200	Revenue	Interest Income	\$ 100
<b>General Obligation Bond Fund</b>		<b>Revenue Total</b>		<b>\$ 258,176</b>
General Obligation Bond Fund	09-00-53-00-5362	Expense	2011 Bond Payments	\$ 82,120
General Obligation Bond Fund	09-00-53-14-5201	Expense	Bond Administrative Fees	\$ 500
General Obligation Bond Fund	09-00-59-00-5950	Expense	Miscellaneous Expenses	\$ 1,225
<b>General Obligation Bond Fund</b>		<b>Expense Total</b>		<b>\$ 83,845</b>
General Obligation Bond Fund	09-00-59-99-5360	Transfer Out	Bond Transfer to Corporate	\$ 161,385
<b>General Obligation Bond Fund</b>		<b>Transfer Out Total</b>		<b>\$ 161,385</b>

**Appendix A - 2021 Final Budget - Champaign County Forest Preserve District**

<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Golf Fund	03-15-42-10-4010	Revenue	Core Season Passes	\$ 44,000
Golf Fund	03-15-42-10-4011	Revenue	Casual Season Passes	\$ 142,000
Golf Fund	03-15-42-10-4035	Revenue	Greens Fees 18 & 9 holes	\$ 140,000
Golf Fund	03-15-42-10-4040	Revenue	Greens Fees Par 3	\$ 16,000
Golf Fund	03-15-42-10-4041	Revenue	Greens Fees Coupons	\$ 1,000
Golf Fund	03-15-42-10-4042	Revenue	Simulator Fees	\$ 6,500
Golf Fund	03-15-42-10-4055	Revenue	Golf Car Rentals	\$ 163,000
Golf Fund	03-15-42-10-4056	Revenue	Golf Car Coupons	\$ 10,000
Golf Fund	03-15-42-10-4060	Revenue	Pull Cart Rentals	\$ 1,200
Golf Fund	03-15-42-10-4061	Revenue	Clubs Rentals	\$ 750
Golf Fund	03-15-42-10-4062	Revenue	Locker Rentals	\$ 750
Golf Fund	03-15-42-10-4070	Revenue	Practice Range	\$ 20,000
Golf Fund	03-15-42-10-4080	Revenue	Clubhouse Rental	\$ 1,000
Golf Fund	03-15-42-10-4085	Revenue	Golf Lesson Income	\$ 5,000
Golf Fund	03-15-42-10-4090	Revenue	Advertising Income	\$ 10,000
Golf Fund	03-15-42-10-4095	Revenue	Foot Golf	\$ 2,000
Golf Fund	03-15-47-10-4000	Revenue	Merchandise Income	\$ 105,000
Golf Fund	03-15-49-00-4250	Revenue	Miscellaneous Revenues	\$ 400
Golf Fund	03-15-49-00-4255	Revenue	Fishing Licenses	\$ 20
Golf Fund	03-16-47-10-4001	Revenue	Food Concession	\$ 18,000
Golf Fund	03-16-47-10-4002	Revenue	Fountain Beverage	\$ 2,000
Golf Fund	03-16-47-10-4003	Revenue	Beer and Wine	\$ 44,000
Golf Fund	03-16-47-10-4004	Revenue	Beverage Cart	\$ 10,500
Golf Fund	03-16-47-10-4005	Revenue	Vending	\$ 13,000
Golf Fund	03-17-49-00-4200	Revenue	Interest Income	\$ 100
<b>Golf Fund</b>		<b>Revenue Total</b>		<b>\$ 756,220</b>
Golf Fund	03-15-50-00-5000	Expense	Full-Time Personnel	\$ 100,711
Golf Fund	03-15-50-00-5010	Expense	Part-Time Personnel	\$ 95,945
Golf Fund	03-15-50-01-5030	Expense	Health Insurance	\$ 26,502
Golf Fund	03-15-50-01-5040	Expense	Dental Insurance	\$ 900
Golf Fund	03-15-50-01-5050	Expense	Life Insurance	\$ 180
Golf Fund	03-15-51-00-5101	Expense	Supplies	\$ 10,000
Golf Fund	03-15-51-00-5120	Expense	Gasoline	\$ 4,750
Golf Fund	03-15-51-00-5190	Expense	Uniforms	\$ 500
Golf Fund	03-15-52-00-5130	Expense	Heating Fuel	\$ 4,500
Golf Fund	03-15-52-00-5210	Expense	Electric	\$ 10,000
Golf Fund	03-15-52-00-5220	Expense	Telephone	\$ 525
Golf Fund	03-15-52-00-5230	Expense	Water/Sewer	\$ 3,500
Golf Fund	03-15-52-00-5240	Expense	Connectivity & IT Services	\$ 1,000
Golf Fund	03-15-53-00-5201	Expense	Contractual/Professional	\$ 4,700
Golf Fund	03-15-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 3,050
Golf Fund	03-15-53-00-5300	Expense	Promotions/Advertising	\$ 10,000
Golf Fund	03-15-55-00-5500	Expense	Facility Maintenance	\$ 5,000
Golf Fund	03-15-55-00-5505	Expense	Small Equipment	\$ 4,055
Golf Fund	03-15-55-00-5510	Expense	Equipment Repair & Parts	\$ 7,500
Golf Fund	03-15-57-00-5700	Expense	Merchandise for Resale	\$ 75,000
Golf Fund	03-15-57-00-5715	Expense	Credit Card Charges	\$ 12,000
Golf Fund	03-16-50-00-5010	Expense	Part-Time Personnel	\$ 10,655
Golf Fund	03-16-51-00-5101	Expense	Supplies	\$ 50,000
Golf Fund	03-16-55-00-5510	Expense	Equipment Repair & Parts	\$ 1,750
Golf Fund	03-17-50-00-5000	Expense	Full-Time Personnel	\$ 82,592
Golf Fund	03-17-50-00-5010	Expense	Part-Time Personnel	\$ 82,656
Golf Fund	03-17-50-01-5030	Expense	Health Insurance	\$ 25,364
Golf Fund	03-17-50-01-5040	Expense	Dental Insurance	\$ 850

**Appendix A - 2021 Final Budget - Champaign County Forest Preserve District**

<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Golf Fund	03-17-50-01-5050	Expense	Life Insurance	\$ 204
Golf Fund	03-17-51-00-5101	Expense	Supplies	\$ 58,250
Golf Fund	03-17-51-00-5120	Expense	Gasoline	\$ 4,383
Golf Fund	03-17-51-00-5125	Expense	Diesel Fuel	\$ 7,500
Golf Fund	03-17-51-00-5190	Expense	Uniforms	\$ 1,100
Golf Fund	03-17-52-00-5130	Expense	Heating Fuel	\$ 2,500
Golf Fund	03-17-52-00-5210	Expense	Electric	\$ 8,000
Golf Fund	03-17-52-00-5220	Expense	Telephone	\$ 115
Golf Fund	03-17-52-00-5230	Expense	Water/Sewer	\$ 150
Golf Fund	03-17-52-00-5240	Expense	Connectivity & IT Services	\$ 1,200
Golf Fund	03-17-53-00-5201	Expense	Contractual/Professional	\$ 9,420
Golf Fund	03-17-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 1,550
Golf Fund	03-17-55-00-5500	Expense	Course Maintenance Repairs	\$ 5,000
Golf Fund	03-17-55-00-5505	Expense	Small Equipment	\$ 2,375
Golf Fund	03-17-55-00-5510	Expense	Equipment Repair & Parts	\$ 20,000
<b>Golf Fund</b>		<b>Expense Total</b>		<b>\$ 755,932</b>



**Appendix A - 2021 Final Budget - Champaign County Forest Preserve District**

<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Homer Lake	01-07-41-00-4101	Revenue	Property Taxes	\$ 270,534
Homer Lake	01-07-42-11-4970	Revenue	Walnut Hill Shelter	\$ 2,500
Homer Lake	01-07-42-11-4975	Revenue	Salt Fork Center	\$ 9,400
Homer Lake	01-07-49-00-4250	Revenue	Recycling & Miscellaneous	\$ 200
<b>Homer Lake</b>		<b>Revenue Total</b>		<b>\$ 282,634</b>
Homer Lake	01-07-50-00-5000	Expense	Full-Time Personnel	\$ 162,991
Homer Lake	01-07-50-00-5010	Expense	Part-Time Personnel	\$ 28,490
Homer Lake	01-07-50-01-5030	Expense	Health Insurance	\$ 23,324
Homer Lake	01-07-50-01-5040	Expense	Dental Insurance	\$ 850
Homer Lake	01-07-50-01-5050	Expense	Life Insurance	\$ 204
Homer Lake	01-07-51-00-5101	Expense	Supplies	\$ 27,675
Homer Lake	01-07-51-00-5120	Expense	Gasoline	\$ 2,300
Homer Lake	01-07-51-00-5125	Expense	Diesel Fuel	\$ 2,300
Homer Lake	01-07-51-00-5190	Expense	Uniforms	\$ 700
Homer Lake	01-07-52-00-5130	Expense	Heating Fuel	\$ 2,400
Homer Lake	01-07-52-00-5210	Expense	Electric	\$ 9,300
Homer Lake	01-07-52-00-5220	Expense	Telephone	\$ 2,400
Homer Lake	01-07-52-00-5240	Expense	Connectivity & IT Services	\$ 2,400
Homer Lake	01-07-53-00-5201	Expense	Contractual/Professional	\$ 5,300
Homer Lake	01-07-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 1,750
Homer Lake	01-07-55-00-5500	Expense	Facility Maintenance	\$ 5,000
Homer Lake	01-07-55-00-5510	Expense	Equipment Repair	\$ 4,000
Homer Lake	01-07-57-11-5716	Expense	ActiveNet Fees	\$ 1,250
<b>Homer Lake</b>		<b>Expense Total</b>		<b>\$ 282,634</b>

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<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Homer Lake Interpretive Center	01-09-41-00-4101	Revenue	Property Taxes	\$ 231,329
Homer Lake Interpretive Center	01-09-42-13-4300	Revenue	HLIC School Programs	\$ 6,750
Homer Lake Interpretive Center	01-09-42-13-4305	Revenue	HLIC Summer Camps	\$ 7,200
Homer Lake Interpretive Center	01-09-42-13-4310	Revenue	HLIC Public Programs	\$ 1,600
Homer Lake Interpretive Center	01-09-42-13-4330	Revenue	HLIC Earth Skills	\$ 2,200
Homer Lake Interpretive Center	01-09-42-13-4331	Revenue	HLIC Migration Festival	\$ 300
Homer Lake Interpretive Center	01-09-42-13-4333	Revenue	HLIC Wilderness Living Skills	\$ 3,000
Homer Lake Interpretive Center	01-09-48-00-0300	Revenue	Donations On-Site	\$ 200
Homer Lake Interpretive Center	01-09-48-52-4801	Revenue	Foundation Contributions	\$ 500
<b>Homer Lake Interpretive Center</b>		<b>Revenue Total</b>		<b>\$ 253,079</b>
Homer Lake Interpretive Center	01-09-50-00-5000	Expense	Full-Time Personnel	\$ 147,215
Homer Lake Interpretive Center	01-09-50-00-5010	Expense	Part-Time Personnel	\$ 40,588
Homer Lake Interpretive Center	01-09-50-01-5030	Expense	Health Insurance	\$ 24,696
Homer Lake Interpretive Center	01-09-50-01-5040	Expense	Dental Insurance	\$ 900
Homer Lake Interpretive Center	01-09-50-01-5050	Expense	Life Insurance	\$ 180
Homer Lake Interpretive Center	01-09-51-00-5101	Expense	Supplies	\$ 10,820
Homer Lake Interpretive Center	01-09-51-00-5120	Expense	Gasoline	\$ 1,800
Homer Lake Interpretive Center	01-09-51-00-5190	Expense	Uniforms	\$ 600
Homer Lake Interpretive Center	01-09-52-00-5210	Expense	Electric	\$ 3,200
Homer Lake Interpretive Center	01-09-52-00-5220	Expense	Telephone	\$ 1,150
Homer Lake Interpretive Center	01-09-52-00-5240	Expense	Connectivity & IT Services	\$ 2,100
Homer Lake Interpretive Center	01-09-53-00-5201	Expense	Contractual/Professional	\$ 4,340
Homer Lake Interpretive Center	01-09-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 7,615
Homer Lake Interpretive Center	01-09-55-00-5500	Expense	Facility Maintenance	\$ 500
Homer Lake Interpretive Center	01-09-55-00-5510	Expense	Equipment Repair & Parts	\$ 350
Homer Lake Interpretive Center	01-09-57-11-5716	Expense	ActiveNet Fees	\$ 600
Homer Lake Interpretive Center	01-09-59-13-4306	Expense	Teacher Workshops	\$ 150
Homer Lake Interpretive Center	01-09-59-13-4330	Expense	Earth Skills Workshop	\$ 2,200
Homer Lake Interpretive Center	01-09-59-13-4331	Expense	Migration Festival	\$ 780
Homer Lake Interpretive Center	01-09-59-13-4332	Expense	Take Me Fishing Event	\$ 1,095
Homer Lake Interpretive Center	01-09-59-13-4333	Expense	Wilderness Living Skills	\$ 2,200
<b>Homer Lake Interpretive Center</b>		<b>Expense Total</b>		<b>\$ 253,079</b>

Illinois Municipal Retirement Fund	06-00-41-00-4101	Revenue	Property Taxes	\$ 271,475
Illinois Municipal Retirement Fund	06-00-41-00-4102	Revenue	Personal Prop Replacement Tax	\$ 12,048
Illinois Municipal Retirement Fund	06-00-41-00-4103	Revenue	TIFs PILOTs other Taxes	\$ 150
Illinois Municipal Retirement Fund	06-00-49-00-4200	Revenue	Interest Income	\$ 250
<b>Illinois Municipal Retirement Fund</b>		<b>Revenue Total</b>		<b>\$ 283,923</b>
Illinois Municipal Retirement Fund	06-00-50-01-5070	Expense	IMRF Contributions	\$ 187,032
Illinois Municipal Retirement Fund	06-00-59-00-5950	Expense	Miscellaneous Expenses	\$ 1,010
<b>Illinois Municipal Retirement Fund</b>		<b>Expense Total</b>		<b>\$ 188,042</b>

**Appendix A - 2021 Final Budget - Champaign County Forest Preserve District**

<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Lake of the Woods	01-03-41-00-4101	Revenue	Property Taxes	\$ 415,826
Lake of the Woods	01-03-42-11-4600	Revenue	Boat Rentals	\$ 5,007
Lake of the Woods	01-03-42-11-4900	Revenue	Lake of the Woods P1 Pavilion	\$ 22,441
Lake of the Woods	01-03-42-11-4905	Revenue	Elk's Lake P2 Pavilion	\$ 20,682
Lake of the Woods	01-03-42-11-4915	Revenue	Sycamore Hollow Shelter	\$ 1,174
Lake of the Woods	01-03-42-11-4920	Revenue	Izaak Walton Cabin	\$ 6,397
Lake of the Woods	01-03-42-11-4925	Revenue	Riverview Retreat Center	\$ 2,750
Lake of the Woods	01-03-42-11-4930	Revenue	Rotary Hill Shelter	\$ 5,255
Lake of the Woods	01-03-42-11-4935	Revenue	River Bend Shelter	\$ 220
Lake of the Woods	01-03-49-00-4250	Revenue	Recycling & Miscellaneous	\$ 500
<b>Lake of the Woods</b>		<b>Revenue Total</b>		<b>\$ 480,252</b>
Lake of the Woods	01-03-50-00-5000	Expense	Full-Time Personnel	\$ 220,845
Lake of the Woods	01-03-50-00-5010	Expense	Part-Time Personnel	\$ 83,699
Lake of the Woods	01-03-50-01-5030	Expense	Health Insurance	\$ 51,198
Lake of the Woods	01-03-50-01-5040	Expense	Dental Insurance	\$ 1,800
Lake of the Woods	01-03-50-01-5050	Expense	Life Insurance	\$ 360
Lake of the Woods	01-03-51-00-5101	Expense	Supplies	\$ 23,455
Lake of the Woods	01-03-51-00-5120	Expense	Gasoline	\$ 8,565
Lake of the Woods	01-03-51-00-5125	Expense	Diesel Fuel	\$ 4,650
Lake of the Woods	01-03-51-00-5190	Expense	Uniforms	\$ 1,100
Lake of the Woods	01-03-52-00-5130	Expense	Heating Fuel	\$ 8,500
Lake of the Woods	01-03-52-00-5210	Expense	Electric	\$ 14,250
Lake of the Woods	01-03-52-00-5220	Expense	Telephone	\$ 2,650
Lake of the Woods	01-03-52-00-5230	Expense	Water/Sewer	\$ 2,530
Lake of the Woods	01-03-53-00-5201	Expense	Contractual/Professional	\$ 25,841
Lake of the Woods	01-03-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 1,325
Lake of the Woods	01-03-55-00-5500	Expense	Facility Maintenance	\$ 5,660
Lake of the Woods	01-03-55-00-5505	Expense	Small Equipment	\$ 5,600
Lake of the Woods	01-03-55-00-5510	Expense	Equipment Repair & Parts	\$ 15,600
Lake of the Woods	01-03-57-11-5716	Expense	ActiveNet Fees	\$ 2,524
Lake of the Woods	01-03-59-00-5950	Expense	Miscellaneous Expenses	\$ 100
<b>Lake of the Woods</b>		<b>Expense Total</b>		<b>\$ 480,252</b>

Land Acquisition Fund	11-00-44-52-4450	Revenue	Clean Energy Grant	\$ 670,000
Land Acquisition Fund	11-00-48-00-4401	Revenue	Forest Preserve Friends Fnd	\$ 39,100
Land Acquisition Fund	11-00-49-00-4200	Revenue	Interest Income	\$ 250
<b>Land Acquisition Fund</b>		<b>Revenue Total</b>		<b>\$ 709,350</b>
Land Acquisition Fund	11-00-53-00-5201	Expense	Contractual/Professional	\$ 7,500
Land Acquisition Fund	11-00-53-00-6000	Expense	Land Acquisition	\$ 854,000
Land Acquisition Fund	11-00-53-14-5205	Expense	Permits and Fees	\$ 750
Land Acquisition Fund	11-00-59-00-5950	Expense	Miscellaneous Expenses	\$ 1,000
<b>Land Acquisition Fund</b>		<b>Expense Total</b>		<b>\$ 863,250</b>

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<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Liability Insurance & Risk Management	05-00-41-00-4101	Revenue	Property Taxes	\$ 271,475
Liability Insurance & Risk Management	05-00-41-00-4103	Revenue	TIFs PILOTs other Taxes	\$ 100
Liability Insurance & Risk Management	05-00-44-51-4408	Revenue	Illinois Capital Project	\$ 110,000
Liability Insurance & Risk Management	05-00-49-00-4200	Revenue	Interest Income	\$ 200
Liability Insurance & Risk Management	05-00-49-00-4680	Revenue	PDRMA Incentive	\$ 1,500
<b>Liability Insurance &amp; Risk Management</b>		<b>Revenue Total</b>		<b>\$ 383,275</b>
Liability Insurance & Risk Management	05-00-53-00-5360	Expense	Insurance Premiums	\$ 109,286
Liability Insurance & Risk Management	05-00-53-04-5334	Expense	Safety & Risk Training	\$ 2,050
Liability Insurance & Risk Management	05-00-53-04-5335	Expense	Unemployment Compensation	\$ 10,000
Liability Insurance & Risk Management	05-00-53-04-5371	Expense	Safety Materials and Tests	\$ 555
Liability Insurance & Risk Management	05-00-59-00-5950	Expense	Miscellaneous Expenses	\$ 774
Liability Insurance & Risk Management	05-12-53-00-5370	Expense	Safety Inspections	\$ 4,400
Liability Insurance & Risk Management	05-12-53-00-5371	Expense	Risk Management	\$ 10,000
Liability Insurance & Risk Management	05-12-56-21-6050	Expense	Storm Shelter	\$ 17,500
Liability Insurance & Risk Management	05-12-56-25-6050	Expense	Safety & Code Issues	\$ 139,500
Liability Insurance & Risk Management	05-14-56-27-6065	Expense	Hazardous Tree Removal	\$ 35,000
<b>Liability Insurance &amp; Risk Management</b>		<b>Expense Total</b>		<b>\$ 329,065</b>

Marketing	01-02-41-00-4101	Revenue	Property Taxes	\$ 192,885
Marketing	01-02-42-13-4320	Revenue	Freedom Fest Fees	\$ 6,000
Marketing	01-02-48-13-4321	Revenue	Freedom Fest Sponsorships	\$ 6,500
<b>Marketing</b>		<b>Revenue Total</b>		<b>\$ 205,385</b>
Marketing	01-02-50-00-5000	Expense	Full-Time Personnel	\$ 93,435
Marketing	01-02-50-01-5030	Expense	Health Insurance	\$ 16,464
Marketing	01-02-50-01-5040	Expense	Dental Insurance	\$ 600
Marketing	01-02-50-01-5050	Expense	Life Insurance	\$ 120
Marketing	01-02-51-00-5101	Expense	Supplies	\$ 2,150
Marketing	01-02-51-00-5190	Expense	Uniforms	\$ 250
Marketing	01-02-52-00-5240	Expense	Connectivity & IT Services	\$ 3,517
Marketing	01-02-53-00-5201	Expense	Contractual/Professional	\$ 11,140
Marketing	01-02-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 4,109
Marketing	01-02-53-00-5300	Expense	Promotions/Advertising	\$ 60,600
Marketing	01-02-59-13-4320	Expense	Freedom Fest	\$ 13,000
<b>Marketing</b>		<b>Expense Total</b>		<b>\$ 205,385</b>

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<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Middle Fork River	01-06-41-00-4101	Revenue	Property Taxes	\$ 285,536
Middle Fork River	01-06-42-11-4941	Revenue	Activity Center	\$ 2,100
Middle Fork River	01-06-42-12-4940	Revenue	Camping Fees	\$ 75,000
Middle Fork River	01-06-47-12-4950	Revenue	Ice Cream	\$ 700
Middle Fork River	01-06-47-12-4951	Revenue	Ice	\$ 1,900
Middle Fork River	01-06-47-12-4952	Revenue	Worms	\$ 290
Middle Fork River	01-06-47-12-4955	Revenue	Firewood	\$ 5,000
Middle Fork River	01-06-49-00-4250	Revenue	Recycling & Miscellaneous	\$ 200
<b>Middle Fork River</b>		<b>Revenue Total</b>		<b>\$ 370,726</b>
Middle Fork River	01-06-50-00-5000	Expense	Full-time Personnel	\$ 186,637
Middle Fork River	01-06-50-00-5010	Expense	Part-Time Personnel	\$ 40,361
Middle Fork River	01-06-50-01-5030	Expense	Health Insurance	\$ 32,928
Middle Fork River	01-06-50-01-5040	Expense	Dental Insurance	\$ 1,200
Middle Fork River	01-06-50-01-5050	Expense	Life Insurance	\$ 240
Middle Fork River	01-06-51-00-5101	Expense	Supplies	\$ 27,000
Middle Fork River	01-06-51-00-5120	Expense	Gasoline	\$ 3,800
Middle Fork River	01-06-51-00-5125	Expense	Diesel Fuel	\$ 3,000
Middle Fork River	01-06-51-00-5190	Expense	Uniforms	\$ 800
Middle Fork River	01-06-52-00-5130	Expense	Heating Fuel	\$ 1,400
Middle Fork River	01-06-52-00-5210	Expense	Electric	\$ 18,000
Middle Fork River	01-06-52-00-5220	Expense	Telephone	\$ 2,400
Middle Fork River	01-06-52-00-5240	Expense	Connectivity & IT Services	\$ 2,700
Middle Fork River	01-06-53-00-5201	Expense	Contractual/Professional	\$ 14,000
Middle Fork River	01-06-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 2,800
Middle Fork River	01-06-55-00-5500	Expense	Facility Maintenance	\$ 6,200
Middle Fork River	01-06-55-00-5505	Expense	Small Equipment	\$ 12,000
Middle Fork River	01-06-55-00-5510	Expense	Equipment Repair	\$ 4,000
Middle Fork River	01-06-57-11-5716	Expense	ActiveNet Fees	\$ 600
Middle Fork River	01-06-57-12-5705	Expense	Camping Reservation Fees	\$ 1,300
Middle Fork River	01-06-57-12-5715	Expense	Credit Card Charges	\$ 2,000
Middle Fork River	01-06-57-12-5750	Expense	Ice Cream Sales	\$ 500
Middle Fork River	01-06-57-12-5751	Expense	Ice Sales	\$ 1,600
Middle Fork River	01-06-57-12-5752	Expense	Worm and Bait Sales	\$ 260
Middle Fork River	01-06-57-12-5755	Expense	Firewood Sales	\$ 5,000
<b>Middle Fork River</b>		<b>Expense Total</b>		<b>\$ 370,726</b>

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<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Museum of the Grand Prairie	01-08-41-00-4101	Revenue	Property Taxes	\$ 414,525
Museum of the Grand Prairie	01-08-42-13-4300	Revenue	Museum School Programs	\$ 2,000
Museum of the Grand Prairie	01-08-42-13-4305	Revenue	Museum Summer Camps	\$ 300
Museum of the Grand Prairie	01-08-42-13-4310	Revenue	Museum Public Programs	\$ 300
Museum of the Grand Prairie	01-08-44-51-4482	Revenue	Looking for Lincoln Grant	\$ 200
Museum of the Grand Prairie	01-08-48-52-0445	Revenue	Concert Series	\$ 1,000
Museum of the Grand Prairie	01-08-48-52-4800	Revenue	Gifts & Donations	\$ 1,000
Museum of the Grand Prairie	01-08-48-52-4801	Revenue	Foundation Contributions	\$ 2,650
<b>Museum of the Grand Prairie</b>		<b>Revenue Total</b>		<b>\$ 421,975</b>
Museum of the Grand Prairie	01-08-50-00-5000	Expense	Full-Time Personnel	\$ 199,607
Museum of the Grand Prairie	01-08-50-00-5010	Expense	Part-Time Personnel	\$ 102,987
Museum of the Grand Prairie	01-08-50-01-5030	Expense	Health Insurance	\$ 34,734
Museum of the Grand Prairie	01-08-50-01-5040	Expense	Dental Insurance	\$ 1,200
Museum of the Grand Prairie	01-08-50-01-5050	Expense	Life Insurance	\$ 240
Museum of the Grand Prairie	01-08-51-00-5101	Expense	Supplies	\$ 19,700
Museum of the Grand Prairie	01-08-51-00-5120	Expense	Gasoline	\$ 300
Museum of the Grand Prairie	01-08-51-00-5190	Expense	Uniforms	\$ 300
Museum of the Grand Prairie	01-08-52-00-5130	Expense	Heating Fuel	\$ 8,000
Museum of the Grand Prairie	01-08-52-00-5210	Expense	Electric	\$ 7,000
Museum of the Grand Prairie	01-08-52-00-5230	Expense	Water/Sewer	\$ 500
Museum of the Grand Prairie	01-08-53-00-5201	Expense	Contractual/Professional	\$ 12,890
Museum of the Grand Prairie	01-08-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 3,925
Museum of the Grand Prairie	01-08-55-00-5500	Expense	Facility Maintenance	\$ 5,000
Museum of the Grand Prairie	01-08-55-00-5505	Expense	Small Equipment	\$ 22,092
Museum of the Grand Prairie	01-08-55-00-5510	Expense	Equipment Repair & Parts	\$ 3,000
Museum of the Grand Prairie	01-08-57-11-5716	Expense	ActiveNet Fees	\$ 500
<b>Museum of the Grand Prairie</b>		<b>Expense Total</b>		<b>\$ 421,975</b>

Museum Store	04-00-47-00-4700	Revenue	Merchandise Sales	\$ 5,000
Museum Store	04-00-49-00-4200	Revenue	Interest Income	\$ 100
Museum Store	04-00-49-00-4250	Revenue	Miscellaneous Revenues	\$ 10
<b>Museum Store</b>		<b>Revenue Total</b>		<b>\$ 5,110</b>
Museum Store	04-00-57-00-5700	Expense	Merchandise for Resale	\$ 7,000
Museum Store	04-00-57-11-5716	Expense	ActiveNet Fees	\$ 750
Museum Store	04-00-59-00-5950	Expense	Miscellaneous Expenses	\$ 500
<b>Museum Store</b>		<b>Expense Total</b>		<b>\$ 8,250</b>

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<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Natural Resources	02-14-41-00-4101	Revenue	Property Taxes	\$ 323,281
Natural Resources	02-14-48-00-0000	Revenue	Memorial Tree Contributions	\$ 2,500
<b>Natural Resources</b>		<b>Revenue Total</b>		<b>\$ 325,781</b>
Natural Resources	02-14-50-00-5000	Expense	Full-Time Personnel	\$ 228,331
Natural Resources	02-14-50-00-5010	Expense	Part-Time Personnel	\$ 9,600
Natural Resources	02-14-50-01-5030	Expense	Health Insurance	\$ 41,160
Natural Resources	02-14-50-01-5040	Expense	Dental Insurance	\$ 1,500
Natural Resources	02-14-50-01-5050	Expense	Life Insurance	\$ 300
Natural Resources	02-14-51-00-5101	Expense	Supplies	\$ 8,000
Natural Resources	02-14-51-00-5120	Expense	Gasoline	\$ 4,000
Natural Resources	02-14-51-00-5125	Expense	Diesel Fuel	\$ 2,000
Natural Resources	02-14-51-00-5190	Expense	Uniforms	\$ 1,000
Natural Resources	02-14-51-00-5800	Expense	Memorial Trees	\$ 2,000
Natural Resources	02-14-52-00-5130	Expense	Heating Fuel	\$ 1,200
Natural Resources	02-14-52-00-5210	Expense	Electric	\$ 1,500
Natural Resources	02-14-52-00-5240	Expense	Connectivity & IT Services	\$ 540
Natural Resources	02-14-53-00-5201	Expense	Contractual/Professional	\$ 6,000
Natural Resources	02-14-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 6,650
Natural Resources	02-14-55-00-5500	Expense	Facility Maintenance	\$ 5,000
Natural Resources	02-14-55-00-5505	Expense	Small Equipment	\$ 1,500
Natural Resources	02-14-55-00-5510	Expense	Equipment Repair & Parts	\$ 5,500
<b>Natural Resources</b>		<b>Expense Total</b>		<b>\$ 325,781</b>

Planning	02-12-41-00-4101	Revenue	Property Taxes	\$ 399,237
Planning	02-12-41-00-4103	Revenue	TIFs PILOTs other Taxes	\$ 550
Planning	02-12-49-00-4200	Revenue	Interest Income	\$ 2,500
<b>Planning</b>		<b>Revenue Total</b>		<b>\$ 402,287</b>
Planning	02-12-50-00-5000	Expense	Full-Time Personnel	\$ 137,427
Planning	02-12-50-01-5030	Expense	Health Insurance	\$ 16,464
Planning	02-12-50-01-5040	Expense	Dental Insurance	\$ 600
Planning	02-12-50-01-5050	Expense	Life Insurance	\$ 120
Planning	02-12-51-00-5101	Expense	Supplies	\$ 2,000
Planning	02-12-51-00-5190	Expense	Uniforms	\$ 100
Planning	02-12-52-00-5240	Expense	Connectivity & IT Services	\$ 2,260
Planning	02-12-53-00-5201	Expense	Contractual/Professional	\$ 3,000
Planning	02-12-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 3,035
Planning	02-12-53-00-5305	Expense	Legal Advertising	\$ 300
Planning	02-12-55-00-5500	Expense	Facility Maintenance	\$ 5,000
Planning	02-12-59-00-5950	Expense	Miscellaneous Expenses	\$ 4,279
Planning	02-12-59-60-5605	Expense	Sustainability Initiative	\$ 5,600
<b>Planning</b>		<b>Expense Total</b>		<b>\$ 180,185</b>
Planning	02-12-59-99-9999	Transfer Out	Capital Projects Transfer	\$ 214,912
<b>Planning</b>		<b>Transfer Out Total</b>		<b>\$ 214,912</b>

**Appendix A - 2021 Final Budget - Champaign County Forest Preserve District**

<b>Department</b>	<b>Account Number</b>	<b>Revenue or Expense</b>	<b>Description</b>	<b>Amount</b>
Public Accounts Audit Fund	07-00-41-00-4101	Revenue	Property Taxes	\$ 45,246
Public Accounts Audit Fund	07-00-41-00-4103	Revenue	TIFs PILOTs other Taxes	\$ 20
Public Accounts Audit Fund	07-00-49-00-4200	Revenue	Interest Income	\$ 125
<b>Public Accounts Audit Fund</b>		<b>Revenue Total</b>		<b>\$ 45,391</b>
Public Accounts Audit Fund	07-00-53-00-5201	Expense	Contractual/Professional	\$ 30,250
Public Accounts Audit Fund	07-00-59-00-5950	Expense	Miscellaneous Expenses	\$ 172
<b>Public Accounts Audit Fund</b>		<b>Expense Total</b>		<b>\$ 30,422</b>

Social Security Fund	08-00-41-00-4101	Revenue	Property Taxes	\$ 239,803
Social Security Fund	08-00-41-00-4103	Revenue	TIFs PILOTs other Taxes	\$ 125
Social Security Fund	08-00-49-00-4200	Revenue	Interest Income	\$ 200
<b>Social Security Fund</b>		<b>Revenue Total</b>		<b>\$ 240,128</b>
Social Security Fund	08-00-50-01-5080	Expense	Social Security Contributions	\$ 216,415
Social Security Fund	08-00-59-00-5950	Expense	Miscellaneous Expenses	\$ 924
<b>Social Security Fund</b>		<b>Expense Total</b>		<b>\$ 217,339</b>

Volunteers	01-18-41-00-4101	Revenue	Property Taxes	\$ 22,469
Volunteers	01-18-44-52-4449	Revenue	Nature Conservancy	\$ 1,151
<b>Volunteers</b>		<b>Revenue Total</b>		<b>\$ 23,620</b>
Volunteers	01-18-50-00-5010	Expense	Part-Time Personnel	\$ 17,969
Volunteers	01-18-51-00-5101	Expense	Supplies	\$ 1,000
Volunteers	01-18-51-00-5190	Expense	Uniforms	\$ 100
Volunteers	01-18-53-00-5201	Expense	Contractual/Professional	\$ 600
Volunteers	01-18-53-00-5205	Expense	Conferences/Dues/Workshops	\$ 300
Volunteers	01-18-53-00-5280	Expense	Volunteer Recognition	\$ 1,500
Volunteers	01-18-53-00-5281	Expense	Master Naturalist Program	\$ 1,000
Volunteers	01-18-54-52-4449	Expense	Nature Conservancy	\$ 1,151
<b>Volunteers</b>		<b>Expense Total</b>		<b>\$ 23,620</b>



## STRATEGIC PLAN 2020 - 2024 Champaign County Forest Preserve District



### INTRODUCTION

Through a series of meetings and discussions beginning in autumn 2018, the Champaign County Forest Preserve District undertook a participatory strategic planning process which included board, staff, and the public. This new five-year plan builds on the work done by the District in 2014 when the 2015-2019 Strategic Plan was developed through an intensive, facilitator-led process.

Strategic planning is an organizational management activity that is used to set priorities, focus energy and resources, ensure that staff and other stakeholders are working toward common goals, and establish agreement around intended outcomes and results. A good strategic plan should serve as a road map that shapes and guides what an organization is, who it serves, what it does, and why it does it, with a focus on the future.

The Forest Preserve District has had a three-pronged mission since it opened its first preserve in 1948, which is to provide for the citizens and guests of Champaign County: 1) the conservation of the county's natural and cultural resources, 2) educational opportunities designed to increase the community's knowledge and appreciation of these resources, and 3) recreational opportunities consistent with conserving the natural qualities of the District's resource base.

Over the years, the District's mission has remained substantially the same. Our goal is still to provide exceptional experiences in nature for our county's residents and visitors. Our six preserves – Homer Lake, Lake of the Woods, Middle Fork River, River Bend, Sangamon River, and the Kickapoo Rail Trail – belong to you, the residents of Champaign County. This plan is our promise to you to protect them, and the natural and cultural resources located within them, to the best of our abilities.



## VISION

**Protecting Nature. Creating Connections.**

## MISSION

**Protect Champaign County's natural and cultural resources and inspire people to care for, enjoy, and explore their natural world.**

## OUTCOMES [defining and expanding on the [vision](#)]

Environmental Benefits	Connection to Nature	Appreciation for Grand Prairie Heritage	Organizational Excellence
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*Environmental benefits for the community and planet*

- Large, landscape scale preserves
- Ecosystem services for the community and the planet
- Diverse habitats for wildlife
- Clean air and clean water



*Connection to nature*

- People of all ages, abilities, cultures, and ethnicities connect to the natural world
- Outdoor recreation at Champaign County's forest preserves offers a deeper immersion into the natural world
- Ecosystems support human existence and quality of life



## *Knowledge of and appreciation for the Grand Prairie landscape and heritage*

- The story and evolution of the Grand Prairie landscape is interwoven with the stories of those who resided here throughout time; stories are told with both perspectives taken into account
- Thorough research, culturally sensitive interpretation, consideration of varying perspectives, and extensive outreach will govern our natural and cultural education efforts
- Throughout the district, we share the story of Champaign County through a variety of interpretive media, but with one consistent message
- Our museum collections afford greater discovery, communication, and interpretation of our natural and cultural heritage



## *Organizational excellence*

- We have a conservation responsibility to Champaign County taxpayers
- We are a sustainable, ethical organization that lives within our financial means; we are good stewards of the community's trust
- We are innovative and seek opportunities to partner with other organizations to advance common goals
- Our organization reflects the changing composition of our Champaign County community
- Our human capital is our strongest organizational asset



## STRATEGIC OBJECTIVES [defining and articulating the mission]

Protect Conserve Preserve Steward	Connect Land Connect People	Educate Inspire Lead	Promote Healthy Lifestyles through Recreation	Achieve Organizational Excellence
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### *Protect | Conserve | Preserve | Steward*

- Acquire land through a proactive, yet strategic, planning process
- Care for existing land by employing science-based land management practices
- Research, evaluate, and expand efforts to protect and promote resilient ecosystems so that they may continue to support biodiversity under the threat of changing climate conditions
- Broaden and expand land stewardship through volunteer programming and the use of available technology
- Maintain our existing infrastructure and improve facilities to meet community needs
- Use best industry practices to guide the care of our natural and cultural history collections



### *Connect Land | Connect People*

- Deepen connections to Champaign County's forest preserves through an array of recreational, educational, and cultural experiences
- Pursue cultural competency in both our internal and external endeavors as an organization
- Nurture a welcoming environment by embracing diversity, equity, and inclusion; those values will guide our decisions, policies, and practices
- Provide information to the public about conservation efforts at Champaign County's forest preserves
- Identify and pursue projects that enhance regional connectivity of open space, trails
- Investigate and pursue all available resources to ensure public awareness of sites, facilities, programs
- Evaluate and adjust services as necessary to meet evolving community interests and needs



### *Educate | Inspire | Lead*

- Provide positive learning experiences for people of all ages and abilities, following best practices, most current research, and innovative interpretive and educational techniques
- Interpret the interrelationship between the natural and cultural history of the Grand Prairie Region by highlighting the connections between plants, animals, and people
- Inspire visitors to make a connection between their own personal history and the history of the community and local environment through District collections, exhibits, and programs
- Invite visitors to enjoy recreational and educational experiences to inspire their engagement in conservation, preservation, and stewardship of natural and cultural resources
- Partner with community organizations to expand programming that reaches underserved audiences
- Provide leadership in educational, fact-based messaging to involve the public in climate resiliency efforts



### *Promote Healthy Lifestyles through Recreation*

- Promote outdoor recreation that is compatible with our land management practices and natural beauty of the land
- Provide accessible recreation options and remove barriers to participation so that all individuals can experience nature, regardless of capability
- Promote the benefits of open space and access to nature for physical, emotional, mental, and spiritual health
- Develop recreation options that reflect diverse cultural relationships to the land



### *Achieve Organizational Excellence*

- Increase financial resources to optimize the organizational mission
- Hire and retain high quality staff
- Pursue budget and audit excellence through government finance certification processes
- Invest in capacity to meet growing technology demands

- Enhance employee satisfaction, skills, and productivity through relevant and enriching training opportunities
- Support the employee experience through competitive pay and benefits, a safe and healthy working environment, and meaningful recognition initiatives
- Foster and facilitate active and transparent communication among staff at all levels and between the organization and the public at large
- Demonstrate environmental leadership; reduce our impact on the environment by implementing sustainable practices; balance financial resources with environmental stewardship goals



Appendix C

CCFPD Five Year Capital Project Planning  
**2021 Capital Projects**

Site	Description	Category	Cost Est	In House Construction vs. Contractor
<b>Projects and Farm Fund</b>				
HV	Parking	Accessibility	\$ 15,000	In House
HV	Invasive Species Removal	Natural Resources	\$ 16,000	Quotes
GC	Replace Clubhouse Furnaces	Deferred	\$ 8,000	Quotes
GC	Par 3 Shelter and New Tables	ADA / Public Need	\$ 10,000	In House
GC	Irrigation Control Installation	Deferred	\$ 85,000	Bids
GC	Back Nine Bunker Renovation	Deferred	\$ 35,000	Bids
HL	Replace Decking & Seal Siding at SF Center	Deferred	\$ 13,500	In House
HL	Replace HL Residence AC with Heat Pump	Deferred	\$ 9,000	Quotes
HL	Walnut Hill New Roof and Repairs	Deferred	\$ 20,000	Quotes
HL	Garage for HLIC Vehicle	New	\$ 10,000	In House
HQ	Basement Office Space (2)	Code, Safety, Access	\$ 5,000	In House
LOW	Replace split rail at Peninsula	Deferred, amenity	\$ 5,000	In House
LOW	Replace Roof Izaak Walton	Deferred	\$ 55,000	Bids
LOW	West Maintenance Roof	Deferred	\$ 10,000	Quotes
LOW	Elks Lake Pavilion Air Conditioning	Deferred	\$ 13,500	Quotes
LOW	Canoe & Kayak Access	New/Access	\$ 50,000	In House
LOW	Bike Path Maintenance - Stidham	Deferred	\$ 40,000	Bids
LOW	Complete OSLAD Peninsula Project	New/ADA	\$ 53,000	In House
RB	Sealcoat Roads and Groom Trails at River Bend	Deferred	\$ 40,000	Bids
LOW	Demolish Swiss Valley	Safety	\$ 5,000	In House
MU	Museum Large Artifacts Collection	New/Access	\$ 115,000	Bid
MU	Museum Blacksmith Wing Renovation	Deferred	\$ 10,000	In House
MF	Replace Residence Windows	Deferred	\$ 20,000	Quotes/In House
MF	Replace Residence Flooring	Deferred	\$ 7,500	Quotes/In House
MF	Replace Showerhouse Doors	Deferred/ADA	\$ 6,500	In House

MF	Replace Showerhouse Sinks & Fan	Preventive/ADA	\$ 11,000	In House
MF	Replace Activity Center HVAC	Deferred	\$ 65,000	Bid
District - NR	Trees and Seeds	Natural Resources	\$ 6,000	Quotes
District - NR	Integrated Pest Management	Natural Resources	\$ 6,650	In House
KRT	KRT Tree Removal	Safety/Preventative	\$ 15,000	Quotes
MF	Pond Shoreline Native Planting	Natural Resources	\$ 5,000	In House
District	Interpretive Sign Replacement	Preventive / New	\$ 5,000	In House
District	Entrance Sign Replacement	Preventive / New	\$ 6,000	In House

**Risk Management Fund**

HL	Storm Shelter	Safety	\$ 17,500	Quotes/In House
HQ	Install Vestibule and Panic Hardware	Code, Safety, Access	\$ 8,000	In House
KRT	Railroad Tie Removal	Safety/Deferred	\$ 30,382	Bids
LOW	LOW Spillway Repairs	Safety/Deferred	\$ 126,500	Quotes/In House
District - NR	Hazard Tree Removal	Nat. Resources	\$ 35,000	Bids

**Forest Preserves Friends Foundation**

KRT	Phase 1 Amenities	New	\$ 69,900	N/A
KRT	Phase 2B Design	New	\$ 79,200	NA
HL	HLIC Outdoor Classroom Shelter	Deferred	\$ 8,000	In House
HL	HLIC ADA Parking/Sidewalk	ADA / Public Need	\$ 5,000	In House
LOW	Buffalo Trace Invasive Brush Removal	Natural Resources	\$ 11,000	Quotes
LOW	Buffalo Trace Woodland/Savanna Seed	Natural Resources	\$ 8,500	Quotes
RB	Native Planting - Sunset Lake and CRP	Natural Resources	\$ 5,000	In House
<b>2021 TOTAL</b>			<b>\$ 1,180,632</b>	

**2022 Capital Projects**

Site	Description	Category	Cost Est	In House Construction vs. Contractor
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**Projects and Farm Fund**

HV	Canoe & Kayak Access	New/Access	\$ 55,000	In House
District	HVAC Replacements	Deferred	\$ 25,000	Quotes
District	Lake and Pond Maintenance	Deferred	\$ 50,000	NA



District	Land Acquisition Fund	New	\$	50,000	In House
GC	Office Rebuild & PH 1 Concrete in Maintenance	Deferred	\$	10,000	In House
GC	Front 9 Irrigation Head Replacement	Deferred	\$	35,000	In House
GC	Cart Path Improvements/Expansion	Deferred	\$	25,000	Quotes/In House
HL	Remove SFC Retaining Wall, Naturalize Lake Edge	Deferred	\$	35,000	Quotes/In House
HL	Salt Fork Center Floor	Deferred	\$	20,000	Quotes/In House
KRT	Trail Surface Improvements	Deferred/Preventive	\$	25,000	Quotes/In House
LOW	ADA Parking & Bioswales in HQ P-Lot	Preventive / ADA	\$	17,250	In House
LOW	Replace Windows in Heritage Hall	Efficiency	\$	6,000	Quotes/In House
LOW	Pergola and planters at Enabling Garden	Deferred	\$	10,000	Quotes/In House
LOW	Replace Botanical Garden Irrigation Line	Deferred	\$	15,000	Quotes
LOW	Install Iron Filtration System at Botanical Garden	New		TBD	Quotes
LOW	BT Crowley P-Lot Expansion & New Toilets	Public Need / ADA	\$	45,000	Quotes/In House
LOW	Replace Roof on Covered Bridge	Preventive	\$	110,000	Bids
LOW	Sealcoat Roads at Location TBD	Preventive	\$	40,000	Bids
LOW	Replace Split Rail at Entrances	Deferred	\$	5,000	In House
LOW	Replace Fishermans Shelter	Deferred	\$	5,000	In House
LOW	Replace Gate Piers	Deferred	\$	5,000	Quotes/In House
LOW	Accessible Parking at P1/P2	ADA	\$	5,000	In House
LOW	Bike Path Maintenance	Deferred	\$	40,000	Bids
SR	Replace Second Story Windows at Residence	Deferred	\$	11,000	Quotes/In House
MF	Dark Sky Parking, Trail, and Viewing	New		TBD	Quotes/In House
MF	Material Bays	Operational Efficiency	\$	5,000	In House
MF	Storm Shelter	Deferred	\$	18,375	Quotes/In House
MF	Activity Center Floor	Deferred		TBD	In House
MF	Trail Bridges at Washout Areas	Accessibility	\$	5,000	In House
District - NR	Integrated Pest Management	Restoration	\$	6,500	In House
District - NR	NR Projects TBD	Restoration	\$	40,000	NR
MF	Complete Willow Pond Renovation Project	Deferred	\$	500,000	Bids
District	Sign Replacement	Preventive / New	\$	10,000	Quotes/In House

**Risk Management Fund**

LOW	Replace Gravel Walks in Botanical Garden	Safety/ADA	\$	5,000	In House
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MF	Storm Shelter	Safety	\$ 18,375	Quotes/In House
District - NR	Hazard Tree Removal	Safety	\$ 20,000	Quotes/In House

**Forest Preserves Friends Foundation**

District	Foundation Project TBD	TBD	TBD	TBD
District	Grant Projects TBD	TBD	TBD	TBD
KRT	PH 2b Construction TBD	New	\$ 2,000,000	Bids
LOW	Botanical Garden Endowment Project TBD	TBD	TBD	In House
HL	HLIC Architecture & Engineering Design	New	\$ 500,000	N/A
		<b>2022 TOTAL</b>	<b>\$ 3,272,500</b>	

**2023 Capital Projects**

Site	Description	Category	Cost Est	In House Construction vs. Contractor
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**Projects and Farm Fund**

RB	Canoe & Kayak Access	New/Access	\$ 55,000	In House
District	Lake and Pond Maintenance	Deferred	\$ 50,000	NA
District	HVAC Replacements	Deferred	\$ 25,000	Quotes
District	Land Acquisition Fund	New	\$ 50,000	In House
GC	PH 2 Concrete in Maintenance Area	Deferred	\$ 7,500	In House
GC	Cart Path Improvements/Expansion	Deferred	\$ 25,000	Quotes/In House
GC	Back 9 Irrigation Head Replacement	Deferred	\$ 35,000	In House
HL	Accessible Boat Launch at North Boat Ramp	Deferred/ADA	\$ 100,000	In House
KRT	Trail Surface Improvements	Deferred/Preventive	\$ 25,000	Quotes/In House
LOW	Replace P2 Roof	Deferred	\$ 46,000	Bids
LOW	Replace Rayburn-Purnell Roof	Deferred	\$ 23,000	Bids
LOW	Replace split rail	Deferred	\$ 5,000	In House
LOW	Bike Path Maintenance	Deferred	\$ 90,000	Bids
LOW	Izaak Walton Cabin Floors	Deferred	TBD	Quotes
LOW	Elks Lake Floors	Deferred	\$ 25,000	Bids
MU	Museum Collections Floors	Deferred	TBD	Quotes
MF	Replace Shower House Floors	Deferred	\$ 25,000	Quotes/In House

MF	Replace Shower House Ceiling	Deferred	TBD	Quotes/In House
MF	Sealcoat Roads on Main Entrance Drive	Preventive	\$ 45,000	Bid
District - NR	Integrated Pest Management	Restoration	\$ 6,500	In House
District - NR	NR Projects TBD	Restoration	\$ 40,000	In House
District	Sign Replacement	Preventive / New	\$ 10,000	In House

**Risk Management Fund**

LOW	Storm Shelter	Safety	\$ 19,294	Quotes
LOW	Install Stream Barbs Near Covered Bridge	Safety/Deferred	\$ 50,000	Quotes
District - NR	Hazard Tree Removal	Safety	\$ 20,000	Quotes

**Forest Preserves Friends Foundation**

District	Foundation Project TBD	TBD	TBD	TBD
LOW	Botanical Garden Endowment Project TBD	TBD	TBD	In House
District	Grant Projects TBD	TBD	TBD	TBD
<b>2023 TOTAL</b>			<b>\$ 777,294</b>	

**2024 Capital Projects**

Site	Description	Category	Cost Est	In House Construction vs. Contractor
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**Projects and Farm Fund**

SR	Canoe & Kayak Access	New/Access	\$ 55,000	In House
District	HVAC Replacements	Deferred	\$ 25,000	Quotes
District	Lake and Pond Maintenance	Deferred	\$ 50,000	NA
District	Land Acquisition Fund	New	\$ 50,000	In House
District	ADA Improvement at Location TBD	Deferred/ADA	\$ 50,000	NA
GC	PH 3 Concrete in Maintenance Area	Deferred	\$ 7,500	In House
GC	Cart Path Improvements/Expansion	Deferred	\$ 25,000	Quotes/In House
GC	Par 3 Irrigation Head Replacement	Deferred	\$ 25,000	In House
HL	Sealcoat Roads at Location TBD	Preventive	\$ 40,000	Bids
HL	Replace Residence Roof	Preventive	\$ 46,000	Bids
KRT	Trail Surface Improvements	Deferred/Preventive	\$ 25,000	Quotes/In House
HQ	Replace Carpet	Deferred	\$ 17,250	Quotes

LOW	Replace Botanical Garden Gazebo Roof	Deferred	\$ 7,000	Quotes
LOW	Bike Path Maintenance	Deferred	\$ 90,000	Bids
LOW	Replace split rail	Deferred	\$ 5,000	In House
LOW	Replace light fixtures throughout park	Safety, Deferred	\$ 15,000	Quotes/In House
LOW	Replace Playground	Safety, Deferred	\$ 100,000	Quotes
MF	Replace Campground Ampitheater	Deferred	\$ 20,000	In House
District - NR	Integrated Pest Management	Restoration	\$ 6,500	In House
District - NR	NR Projects TBD	Restoration	\$ 40,000	In House
District	Sign Replacement	Preventive / New	\$ 10,000	In House

**Risk Management Fund**

District	Storm Shelter	Safety	\$ 20,258	Quotes/In House
District - NR	Hazard Tree Removal	Safety	\$ 20,000	Quotes

**Forest Preserves Friends Foundation**

District	Foundation Project TBD	TBD	TBD	TBD
District	Grant Projects TBD	TBD	TBD	TBD
LOW	Botanical Garden Endowment Project TBD	TBD	TBD	In House
HL	HLIC Construction	New	TBD	Bids

**2024 TOTAL \$ 749,508**

**2025 Capital Projects**

Site	Description	Category	Cost Est	In House Construction vs. Contractor
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**Projects and Farm Fund**

HL	Canoe & Kayak Access	New/Access	\$ 55,000	In House
District	HVAC Replacements	Preventative	\$ 25,000	Quotes
District	Lake and Pond Maintenance	Deferred	\$ 50,000	NA
District	Land Acquisition Fund	New	\$ 50,000	In House
District	Roof Replacement at Location TBD	Preventive	\$ 80,000	Bids
District	ADA Improvement at Location TBD	Deferred/ADA	\$ 50,000	Quotes/In House
District	Sealcoat Roads at Location TBD	Preventive	\$ 40,000	Bids
GC	Cart Path Improvements/Expansion	Deferred	\$ 25,000	Quotes/In House

KRT	Trail Surface Improvements	Deferred/Preventive	\$ 25,000	Quotes/In House
CN	Riverview Upgrades	New	TBD	Quotes/In House
LOW	Bike Path Maintenance	Deferred	\$ 90,000	Bids
LOW	Replace split rail	Deferred	\$ 5,000	In House
RB	Repair Sunset Lake Drainage System	Deferred	TBD	Quotes/In House
MF	Replace/Redesign Campground Water Fountains	Accessibility	\$ 20,000	In House
MF	Replace Campground Playground	Deferred	\$ 100,000	Quotes
District - NR	Integrated Pest Management	Restoration	\$ 6,500	In House
District - NR	NR Projects TBD	Restoration	\$ 40,000	In House
District	Sign Replacement	Preventive	\$ 10,000	Quotes/In House

**Risk Management Fund**

District	Misellaneous Safety Projects	Safety	\$ 20,000	Quotes/In House
District - NR	Hazard Tree Removal	Safety	\$ 20,000	Quotes

**Forest Preserves Friends Foundation**

District	Foundation Project TBD	TBD	TBD	TBD
District	Grant Projects TBD	TBD	TBD	TBD
LOW	Botanical Garden Endowment Project TBD	TBD	TBD	In House
HL	HLIC Construction	New	TBD	Bids

**2025 TOTAL                      \$              711,500**

- GC            Lake of the Woods Golf Course
- HL            Homer Lake Forest Preserve
- HLIC        Homer Lake Interpretive Center
- HV            Heron View Forest Preserve
- KRT         Kickapoo Rail Trail
- LOW        Lake of the Woods Forest Preserve
- MF           Middle Fork River Forest Preserve
- MU         Museum of the Grand Prairie
- NR           Natural Resources
- RB           River Bend Forest Preserve
- SR           Sangamon River Forest Preserve

# Appendix D

## Champaign County Forest Preserve District 2021 Pay Scale

### Schedule A-Administrative/Professional

Grade	Job Title	Department	Annual Range			Annual Hourly		
			Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
20	Deputy Director for Planning & Development	Planning	\$ 81,279	\$ 108,101	\$ 135,126	\$ 39.08	\$ 51.97	\$ 64.96
19	Director of Business and Finance	Administration	\$ 69,126	\$ 92,168	\$ 115,210	\$ 33.23	\$ 44.31	\$ 55.39
18	Director of Natural Resources	Natural Resources	\$ 59,261	\$ 79,014	\$ 98,768	\$ 28.49	\$ 37.98	\$ 47.48
18	Museum & Education Director	Museum & Ed	\$ 59,261	\$ 79,014	\$ 98,768	\$ 28.49	\$ 37.98	\$ 47.48
17	Construction Manager	Construction	\$ 51,616	\$ 68,821	\$ 86,027	\$ 24.82	\$ 33.09	\$ 41.36
17	Marketing Coordinator	Public Relations	\$ 51,616	\$ 68,821	\$ 86,027	\$ 24.82	\$ 33.09	\$ 41.36
17	Site Superintendent	HL, LOW, MF	\$ 51,616	\$ 68,821	\$ 86,027	\$ 24.82	\$ 33.09	\$ 41.36
16	Assistant Director Museum & Education	Museum & Ed	\$ 44,814	\$ 59,752	\$ 74,690	\$ 21.54	\$ 28.72	\$ 35.90
16	Golf Course Superintendent	Golf	\$ 44,814	\$ 59,752	\$ 74,690	\$ 21.54	\$ 28.72	\$ 35.90
16	Golf Professional	Pro Shop	\$ 44,814	\$ 59,752	\$ 74,690	\$ 21.54	\$ 28.72	\$ 35.90
16	Golf Manager	Pro Shop	\$ 44,814	\$ 59,752	\$ 74,690	\$ 21.54	\$ 28.72	\$ 35.90
16	Human Resources Generalist	Administration	\$ 44,814	\$ 59,752	\$ 74,690	\$ 21.54	\$ 28.72	\$ 35.90
16	Natural Resources Specialist	Natural Resources	\$ 44,814	\$ 59,752	\$ 74,690	\$ 21.54	\$ 28.72	\$ 35.90
15	Curator	Museum & Ed	\$ 39,312	\$ 52,415	\$ 65,519	\$ 18.90	\$ 25.20	\$ 31.50
15	Assistant Finance Director	Administration	\$ 39,312	\$ 52,415	\$ 65,519	\$ 18.90	\$ 25.20	\$ 31.50
15	Planning & Projects Coordinator	Planning	\$ 39,312	\$ 52,415	\$ 65,519	\$ 18.90	\$ 25.20	\$ 31.50
15	Education Program Specialist II	Museum & Ed	\$ 39,312	\$ 52,415	\$ 65,519	\$ 18.90	\$ 25.20	\$ 31.50
15	Grants & Development Officer	Administration	\$ 39,312	\$ 52,415	\$ 65,519	\$ 18.90	\$ 25.20	\$ 31.50
15	HR Asst/Risk Mgmt Coordinator	Administration	\$ 39,312	\$ 52,415	\$ 65,519	\$ 18.90	\$ 25.20	\$ 31.50
15	Natural Resources Technician	Natural Resources	\$ 39,312	\$ 52,415	\$ 65,519	\$ 18.90	\$ 25.20	\$ 31.50
15	Public Programs/Visitor Services Coord	Museum & Ed	\$ 39,312	\$ 52,415	\$ 65,519	\$ 18.90	\$ 25.20	\$ 31.50
14	Education Program Specialist I	Museum & Ed	\$ 34,584	\$ 46,112	\$ 57,640	\$ 16.63	\$ 22.16	\$ 27.71
14	Public Program Specialist	Museum & Ed	\$ 34,584	\$ 46,112	\$ 57,640	\$ 16.63	\$ 22.16	\$ 27.71
13	Campground Naturalist	Museum & Ed	\$ 30,860	\$ 41,147	\$ 51,432	\$ 14.84	\$ 19.78	\$ 24.72
13	Interpretive Naturalist	Museum & Ed	\$ 30,860	\$ 41,147	\$ 51,432	\$ 14.84	\$ 19.78	\$ 24.72
13	Garden Program Specialist	Museum & Ed	\$ 30,860	\$ 41,147	\$ 51,432	\$ 14.84	\$ 19.78	\$ 24.72
13	Registrar	Museum & Ed	\$ 30,860	\$ 41,147	\$ 51,432	\$ 14.84	\$ 19.78	\$ 24.72
13	Volunteer Coordinator	Volunteers	\$ 30,860	\$ 41,147	\$ 51,432	\$ 14.84	\$ 19.78	\$ 24.72
12	Administrative Assistant	Public Relations	\$ 27,317	\$ 36,422	\$ 45,528	\$ 13.14	\$ 17.51	\$ 21.89
12	Assistant Golf Professional	Golf	\$ 27,317	\$ 36,422	\$ 45,528	\$ 13.14	\$ 17.51	\$ 21.89
12	Purchasing Assistant	Administration	\$ 27,317	\$ 36,422	\$ 45,528	\$ 13.14	\$ 17.51	\$ 21.89
11	Customer Service Retail Associate	Museum & Ed	\$ 24,135	\$ 32,181	\$ 40,226	\$ 11.61	\$ 15.47	\$ 19.34
11	Seasonal Naturalist	Museum & Ed	\$ 24,135	\$ 32,181	\$ 40,226	\$ 11.61	\$ 15.47	\$ 19.34
11	Day Camp Educator	Museum & Ed	\$ 24,135	\$ 32,181	\$ 40,226	\$ 11.61	\$ 15.47	\$ 19.34
10	Intern	All	\$ 20,482	\$ 27,241	\$ 34,051	\$ 11.00	\$ 14.63	\$ 18.29

**Champaign County Forest Preserve District**  
**2021 Pay Scale**  
Schedule B-Labor/Trades

Grade	Job Title	Department	Annual Range			Annual Hourly		
			Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
14	Assistant Golf Superintendent	Golf	\$ 38,376	\$ 51,040	\$ 63,800	\$ 18.45	\$ 24.54	\$ 30.67
14	Assistant Site Superintendent	HL, LOW, MF	\$ 38,376	\$ 51,040	\$ 63,800	\$ 18.45	\$ 24.54	\$ 30.67
12	Construction Worker II	Construction	\$ 31,034	\$ 41,275	\$ 51,593	\$ 14.92	\$ 19.84	\$ 24.80
12	Maintenance Worker III	HL, LOW, MF, Golf	\$ 31,034	\$ 41,275	\$ 51,593	\$ 14.92	\$ 19.84	\$ 24.80
12	Landscape/Garden Worker III	LOW	\$ 31,034	\$ 41,275	\$ 51,593	\$ 14.92	\$ 19.84	\$ 24.80
12	Equipment Technician/Shop Manager	Golf	\$ 31,034	\$ 41,275	\$ 51,593	\$ 14.92	\$ 19.84	\$ 24.80
11	Natural Resources Seasonal	Natural Resources	\$ 27,830	\$ 37,014	\$ 46,268	\$ 13.38	\$ 17.80	\$ 22.24
11	Maintenance Worker II	HL, LOW, MF, Golf	\$ 27,830	\$ 37,014	\$ 46,268	\$ 13.38	\$ 17.80	\$ 22.24
11	Landscape/Garden Worker II	LOW	\$ 27,830	\$ 37,014	\$ 46,268	\$ 13.38	\$ 17.80	\$ 22.24
11	Construction Worker I	Construction	\$ 27,830	\$ 37,014	\$ 46,268	\$ 13.38	\$ 17.80	\$ 22.24
10	Maintenance Worker I	HL, LOW, MF, Golf	\$ 25,210	\$ 33,529	\$ 41,911	\$ 12.12	\$ 16.12	\$ 20.15
10	Landscape/Garden Worker I	LOW	\$ 25,210	\$ 33,529	\$ 41,911	\$ 12.12	\$ 16.12	\$ 20.15
10	Construction Worker Seasonal	Construction	\$ 25,210	\$ 33,529	\$ 41,911	\$ 12.12	\$ 16.12	\$ 20.15
9	Custodian	Museum & Ed	\$ 22,942	\$ 30,513	\$ 38,142	\$ 11.03	\$ 14.67	\$ 18.34
9	Boat Rental Attendant	LOW	\$ 22,942	\$ 30,513	\$ 38,142	\$ 11.03	\$ 14.67	\$ 18.34
9	Campground Host - Maintenance	Middle Fork	\$ 22,942	\$ 30,513	\$ 38,142	\$ 11.03	\$ 14.67	\$ 18.34
8	Campground Host - Clerical	Middle Fork	\$ 20,800	\$ 27,664	\$ 34,580	\$ 11.00	\$ 14.63	\$ 18.29
8	Pro Shop Cashier	Pro Shop	\$ 20,800	\$ 27,664	\$ 34,580	\$ 11.00	\$ 14.36	\$ 18.29
8	Pro Shop Maintenance/Golf Cart Attendants	Pro Shop	\$ 20,800	\$ 27,664	\$ 34,580	\$ 11.00	\$ 14.63	\$ 18.29
8	Golf Starter/Ranger	Pro Shop	\$ 20,800	\$ 27,664	\$ 34,580	\$ 11.00	\$ 14.63	\$ 18.29
7	Snack Bar/Beverage Cart Attendant	Pro Shop	\$ 14,560	\$ 19,365	\$ 24,206	\$ 7.25	\$ 9.65	\$ 12.06

## Appendix E

### 2021 Budgeted FTE

Department	FT Count	PT/SE Count	FTE
Administration	6	0.95	6.95
Public Relations	2	0.00	2.00
Lake of the Woods	6	2.95	8.95
Middle Fork River Forest Preserve	4	1.77	5.77
Homer Lake Forest Preserve	3	1.05	4.05
Museum and Education	4	3.16	7.16
Homer Lake Interpretive Center	2	1.43	3.43
Botanical Garden	2	1.55	3.55
Planning	2	0.00	2.00
Construction	4	0.00	4.00
Natural Resources	5	0.46	5.46
Pro Shop	2	3.99	5.99
Snack Bar	0	0.67	0.67
Golf Course	2	3.12	5.12
Volunteers	0	0.48	0.48
<b>Totals</b>	<b>44</b>		<b>65.59</b>

FT = full-time

PT = part-time

SE = seasonal





*Thanks Champaign County!*

