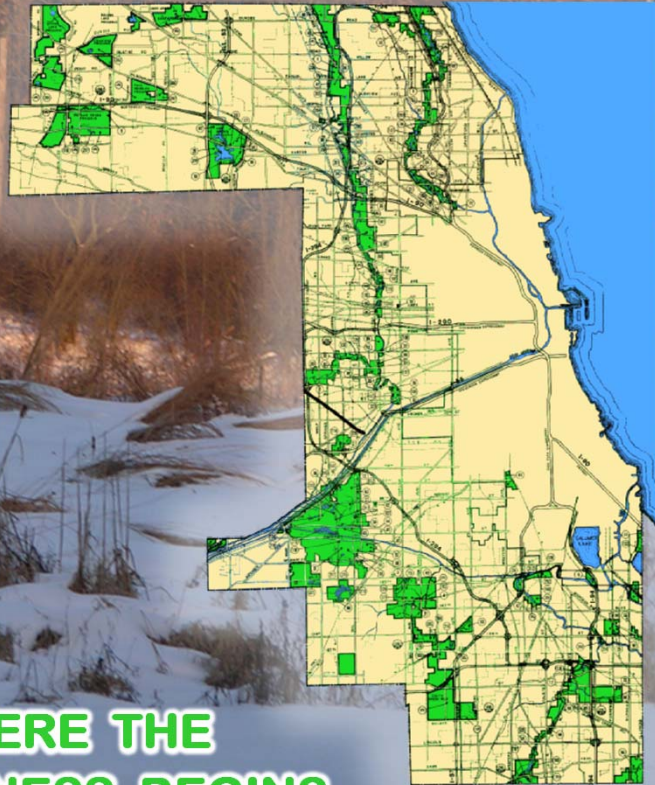


2012
FOREST PRESERVE DISTRICT OF
COOK COUNTY, ILLINOIS
EXECUTIVE BUDGET RECOMMENDATION

Toni Preckwinkle, President
Forest Preserve District Board of
Commissioners

For the Programs and Services of the Forest Preserve
District of Cook County As Submitted to the Finance
Committee of the Forest Preserve District Board of
Commissioners



WHERE THE
WILDERNESS BEGINS

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FOREST PRESERVE DISTRICT OF COOK COUNTY, ILLINOIS

EXECUTIVE BUDGET RECOMMENDATION

FOR

FISCAL YEAR 2012

BY THE HONORABLE TONI PRECKWINKLE

PRESIDENT

AND

BOARD OF FOREST PRESERVE DISTRICT COMMISSIONERS

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GENERAL SUPERINTENDENT**

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CHIEF FINANCIAL OFFICER**

**DANIEL P. DONOVAN
COMPTROLLER**

Forest Preserve District of Cook County, Illinois

EXECUTIVE BUDGET RECOMMENDATION

FISCAL YEAR 2012

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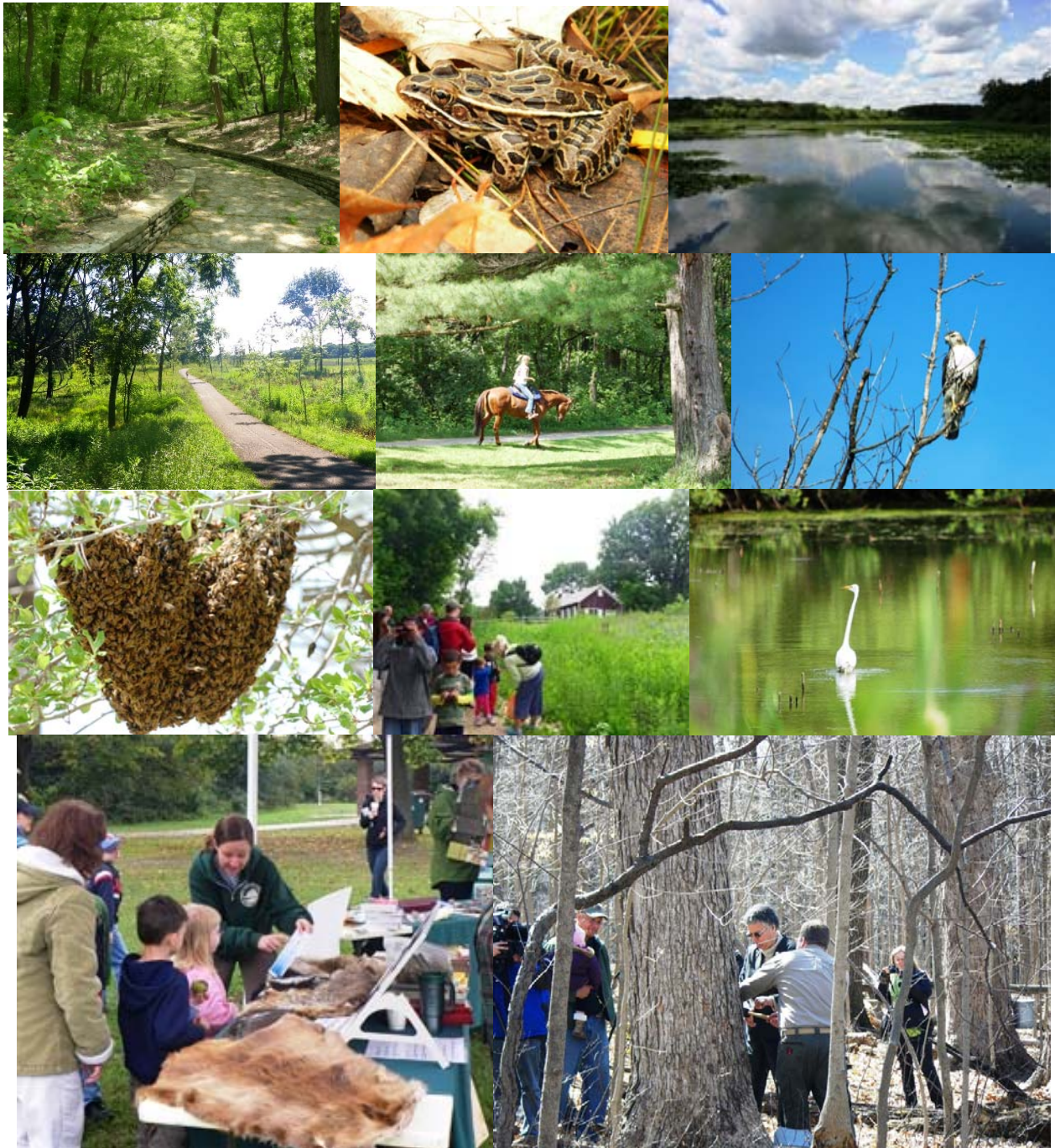
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OUR MISSION STATEMENT

to acquire... and hold lands containing one or more natural forests or parts thereof or lands connecting such forests or parts thereof, or lands capable of being forested, for the purpose of protecting and preserving the flora, fauna, and scenic beauties within such district, and to restore, restock, protect and preserve the natural forests and such lands together with their flora and fauna, as nearly as may be, in their natural state and condition, for the purpose of the education, pleasure, and recreation of the public...



BUDGETARY PROCESS

The fiscal year of the District begins on January 1. The ordinance of the Board appropriating funds for each fiscal year, referred to as the Annual Appropriation Ordinance, must be adopted before or within sixty (60) days after the commencement of any fiscal year.

The development of the annual budget begins with each department submitting a detailed request for appropriations to the Chief Financial Officer. These requests are reviewed by the Chief Financial Officer, General Superintendent and each department head of the District. Meetings are then held with the President and then among the President, General Superintendent and Finance Committee of the Board.

The President's tentative Appropriation Ordinance recommendations are then submitted to the Board and referred to the Finance Committee. The Finance Committee holds public hearings throughout the County. The Finance Committee then amends and submits the tentative Appropriation Ordinance to the Board for final approval. The budget includes proposed expenditures and the means of financing them.

The budget is available for public inspection for at least ten (10) days prior to the Board's passage of the Annual Appropriation Ordinance.

The Board must hold at least one public hearing on the budget prior to its passage.

Within sixty (60) days of the beginning of the fiscal year, the Board legally enacts the budget through the passage of the Annual Appropriation Ordinance.

The Board is authorized to transfer budgeted amounts between various line items within any fund. The Board must approve any revisions altering the total expenditures of any fund. The budget information stated in the financial statements includes adjustments, if any, made during the year.

The level of control where expenditures may not exceed the budget is the fund level of activity.

With the exception of unspent capital projects (construction and development) funds, budgetary amounts lapse at year-end and are not carried forward to succeeding years. State statute permits the capital projects funds to remain open for five years. Unspent budgetary amounts for capital projects are carried forward for four (4) succeeding years until fund is closed.

A comparison of actual results of operations to the budget can be found in the District's Comprehensive Annual Financial Report under the section entitled "Required Supplementary Information."

Reader's Guide

This section is designed to introduce and explain the contents of the FY 2012 Budget Recommendation in the order of appearance in this document.

- District Profile, Map and Organization Chart This section examines the history of the District, its management and governance; the District map delineates the District by region; and the organization chart depicts the composition of the District.
- Annual Appropriation Ordinance This section contains the annual appropriation ordinance; and corresponding attachments.
- Executive Summary This section provides an overview of the FY 2012 Budget. It addresses the current priorities of the District; resources to be allocated to achieve these goals; sources of funding; descriptions, charts, graphs and productivity analysis related to staffing, tax levy and distribution; and the budgetary process.
- Corporate Fund Summary These pages list estimated 2012 tax and non-tax revenues; budgeted expenditures by department and other uses; position summary and salaries by department.
- Corporate Fund Appropriations by Department This section details each department by its duties and composition, prior year's accomplishments, 2012 goals, organization chart, positions and salaries, and non-personnel services.
- Capital and Related Funding Sources This section contains a description of and data related to the Capital Improvement Fund, Construction and Development Fund, Real Estate Acquisition Fund, Bond and Interest Fund and Monetary Awards (grants received).
- Fiduciary and Agency Funds This section summarizes appropriations for the Employee Annuity and Benefit Fund, the Self-Insurance Fund, the Zoological Fund (description, goals and accomplishments and appropriations for the Brookfield Zoo/Chicago Zoological Society), and the Botanic Garden Fund (description, goals and accomplishments and appropriations for the Chicago Botanic Garden/Chicago Horticultural Society).
- Budgetary Chart of Accounts This section identifies and explains the numbered account system under which all appropriations are represented including salaries and wages, professional contractual services, materials and supplies, utilities, self insurance and employee benefits, equipment and fixtures, building and construction, and other expenses.
- Glossary This section defines budgetary terminology.
- Funds and Accounting This section explains each budgetary fund and accounting practices of the District.
- Position Classification and Salary Schedule This section describes District personnel by classification of positions and compensation. It includes position grading and step increases for full-time employees based on time of service, salary schedules of hourly employees, and salary schedules of police officers.
- Fee Schedule This section delineates fee categories for public usage of District facilities including picnics, pools, snowmobiling, cross-country skiing, camping, horse and dog licensing, and special usage fees (permits for special events and special use categories).

District Profile

The Forest Preserve District of Cook County was formed in 1914. Created by an act of the Illinois State Legislature, the District was the first county-wide unit of government dedicated to land conservation in Illinois and one of the first in urban America.

The founders of the District were true visionaries. They predicted the explosive population growth and anticipated the wave of urban development that would sprawl far beyond the city limits of Chicago into the open prairie, forest, wetland and farm field. They dreamed of a region that preserved its natural character and sense of place, where city and suburb flowed together along vast expanses of open land following the natural mosaic of rivers, streams, prairies, marsh and woodland that traverse Cook County.

From its inception, the mission of the District has been to acquire and maintain lands in their natural state with the purpose of protecting and preserving the flora, fauna and scenic beauties for the education, pleasure and recreation of the public.

Today, the District encompasses more than 68,000 acres, which is approximately 11 percent of Cook County's land mass, and is authorized to preserve a total not to exceed 75,000 acres of open land. Each year, more than 40 million people use these lands and facilities to enjoy or study nature, bicycle, hike, fish, cross-country ski, picnic, golf, canoe, or simply relax in a large preserve that leaves urban life behind. Facilities located in the preserves include golf courses and driving ranges, swimming pools, boat rentals, equestrian stables and nature centers.

The District also includes the Brookfield Zoo and the Chicago Botanic Garden, two world-class institutions located in the Cook County Forest Preserves.

The District is a separate body and political subdivision of the State of Illinois. The District has independent taxing powers and its boundaries are the same as those of Cook County. The District is governed by a President elected by Cook County voters and a Board of Commissioners elected by Cook County voters from seventeen (17) districts within the county. The President and Commissioners are elected for four-year terms. The President and Commissioners also serve on the Cook County Board in the same capacities.

The Forest Preserve District is administered by a General Superintendent and Department Heads from each of nine departments (with the General Superintendent also heading the General Office Department). The other departments comprising the District are Finance and Administration, Human Resources, Resource Management, General Maintenance, Recreation, Volunteer Resources and Permits, Law Enforcement, Legal, and Planning and Development.

General Office contains the executive office including the General Superintendent, the Development Office, and the Public Information Office.

Finance and Administration is responsible for all financial functions and administrative functions including appropriations and expenditures, accounting, billing and collection, internal and external auditing, preparation of the annual budget and purchasing.

Human Resources administers Cook County's Human Resource Ordinance and handles all personnel issues including applications for benefits, processing of resignations and terminations and requests for family medical leave. It works with Cook County's Human Resources department in recruiting qualified individuals for District positions.

Resource Management manages the District's education programs, trails coordination, fisheries and wildlife management, resource ecology, land management, and nature centers.

Maintenance is responsible for the care and maintenance of District facilities such as picnic areas, buildings and trails. It also manages the central warehouse which stocks and provides supplies, operates the central garage which maintains and repairs District vehicles, manages vehicles and heavy equipment, performs scavenger services and mowing, and manages the maintenance shop which provides trades people for maintenance of infrastructure.

Recreation, Volunteer Resources and Permits, issues permits for public use of District properties such as picnics, cabin rentals, camping, dog friendly areas, equestrian activities, model air planes, soccer and baseball. It issues special use permits for tents, beer trucks, caterers, rides, amplified sound and commercial photography. It also licenses concessions, operates aquatic facilities, and monitors the private management of the District's golf courses and driving ranges. Effective in Fiscal Year 2012 this Department will coordinate special events and administer the volunteer resources program.

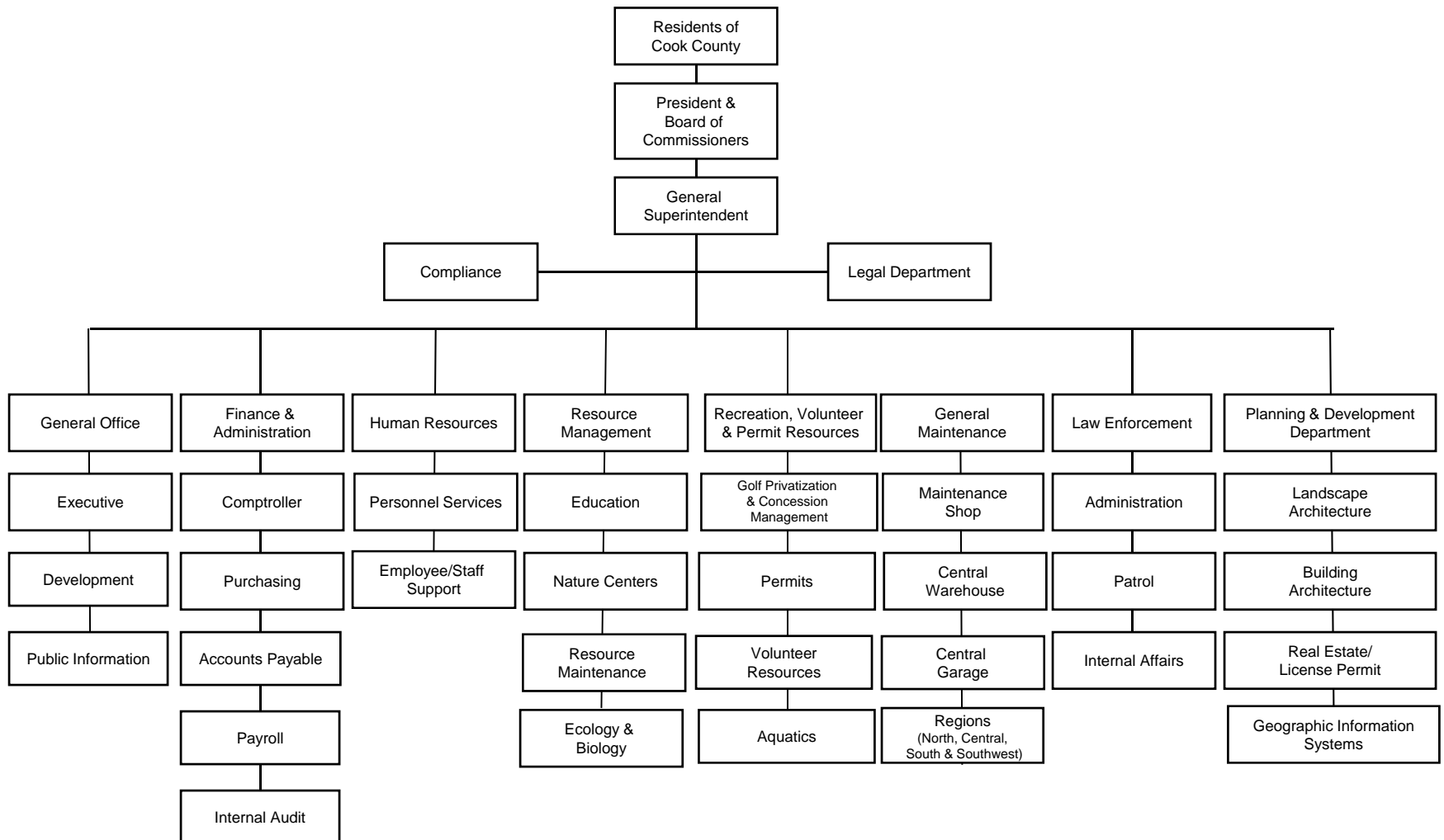
Law Enforcement patrols all District properties; enforces all state, county and District laws and ordinances to serve and protect patrons, property and natural lands of the District; and issues tickets and fines for violators.

Legal provides legal services to the District, either through District legal staff or supervision of outside counsel. It provides legal advice; drafts ordinances; handles land acquisition legal matters; interprets legal statutes affecting the District; and manages lawsuits. It handles employee matters which involve administrative bodies such as the EEOC, the Labor Board and Civil Service Commission. It also responds to requests for information under the Illinois Freedom of Information Act, administers workers compensation claims and oversees the District's land acquisition program.

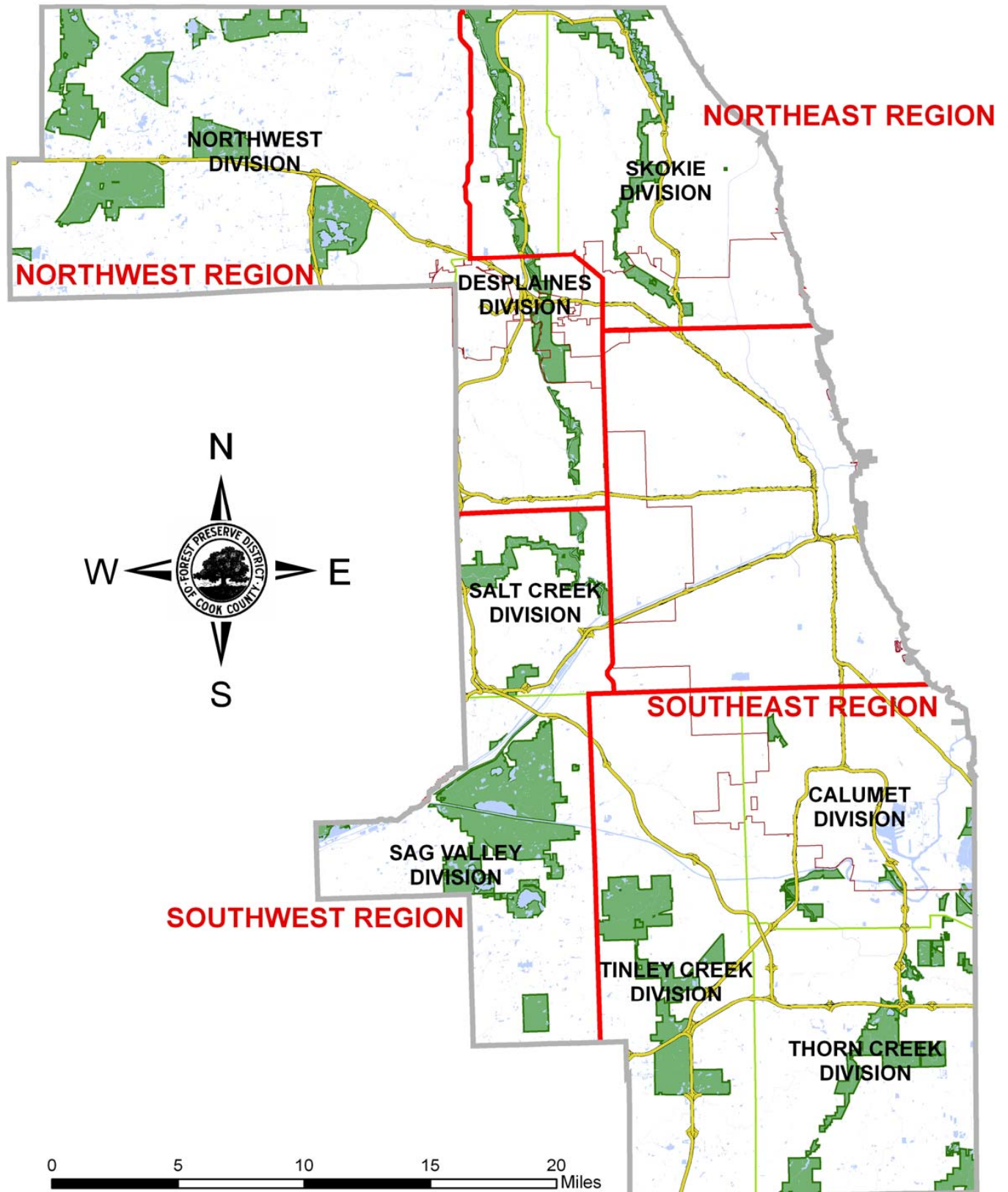
Planning and Development plans, designs and implements capital improvements and restoration programs to District sites. It is comprised of the following sections: landscape architecture, engineering and construction, building architecture, real estate and licensing, and geographic information systems.



Forest Preserve District of Cook County



FOREST PRESERVE DISTRICT OF COOK COUNTY



Members of the Board of
Forest Preserve Commissioners

Dear Commissioners:

I am submitting to you herewith for adoption the FY 2012 Annual Appropriation Ordinance, arranged under the following captions:

Corporate Fund
Capital Improvement Fund
Construction and Development Fund
Real Estate Acquisition Fund
Bond and Interest Fund
Employee Annuity and Benefit Fund
Self Insurance Fund
Zoological Fund
Botanic Garden Fund

I have also prepared and respectfully submit herewith, separate Resolutions for consideration and adoption prior to passage of said Annual Appropriation Ordinance, providing for creation of, or the continuation in force and effect of, various offices and places of employment, as the case may be, and the establishment of salaries or rates of compensation according to the Annual Appropriation Ordinance of all such officers and employees of the Forest Preserve District of Cook County for the fiscal year beginning January 1, 2012.

I respectfully request consideration of the Annual Appropriation Ordinance and Resolutions herewith submitted for adoption and passage.

Respectfully,

Toni Preckwinkle
President

FOREST PRESERVE DISTRICT OF COOK COUNTY, ILLINOIS
ANNUAL APPROPRIATION ORDINANCE
FOR FISCAL YEAR BEGINNING JANUARY 1, 2012

BE IT ORDAINED by the Board of Commissioners of the Forest Preserve District of Cook County:

That this Ordinance be and the same is hereby termed the "Annual Appropriation Ordinance" of the Forest Preserve District of Cook County (the "District") for the fiscal year beginning on the first day of January, A.D. 2012.

That the amounts herein set forth be and the same are hereby appropriated for the several objects and purposes specified herein for the fiscal year beginning on the first day of January, A.D. 2012.

That, for the purpose of administrative detail and accounting control, the appropriations herein specified are made in accordance with the standard classification of accounts as adopted by the Board of Commissioners of the District. The Chief Financial Officer and the heads of departments of the District shall administer the amounts appropriated in this Annual Appropriation Ordinance by accounts and by code numbers conforming to such standard classifications within the discretion of the Chief Financial Officer, if necessary.

That the salaries or rates of compensation of all officers and employees of the District as hereinafter named, when not otherwise provided by law, shall be in accordance with the salaries and rates of compensation of the officers and places of employment as fixed in the Resolutions adopted by the Board of Commissioners of the District prior to the adoption of the Annual Appropriation Ordinance and shall not be changed during the year for which the Appropriation is made, except that the Board of Commissioners may direct the officers of the District by Resolution to expend all or any portion of the appropriation herein contained entitled "Scheduled Salary Adjustments" according to prearranged plans of classification, and except further that the Board of Commissioners may direct the officers of the District to expend all or any portion of the Appropriation herein contained reserved for wage adjustment for per diem or monthly employees to conform to prevailing rates.

That, whenever appropriations for salaries or wages of any office or place of employment are supported by detailed schedule, all expenditures against such appropriations shall be made in accordance with such schedule subject to modification by direction or approval of said position and classification plan by the Board of Commissioners of the District.

That, no payroll item shall be approved by the Comptroller or paid by the Treasurer for a sum exceeding the amount in said schedule, or modified schedule, except that the Board of Commissioners may direct the proper officials of the District to expend all or any part of the appropriation herein contained for scheduled salary adjustments in wages of employees, when approved by the Board of Commissioners of the District.

That the amounts appropriated under classification other than salaries and wages to any department of the District shall be fixed under the following conditions:

- (a) Insofar as practicable, all contract and open market orders for purchases to be charged against such appropriation shall be based upon specifications for various classes of supplies, materials, parts or equipment already provided or hereinafter to be provided by the Board of Commissioners of the District.
- (b) All open market orders issued by any department for supplies, materials, parts or equipment, for which specifications shall have been prescribed, shall contain a description of the goods ordered conforming to such standard specifications.
- (c) The Purchasing Agent shall, in auditing claims for goods delivered on open market order, determine through inspection or otherwise, whether the goods to be delivered conform to such standard specifications.
- (d) Before advertising for proposals for work to be performed under Contract, where the cost thereof is estimated to be twenty-five thousand (\$25,000.00) dollars or more, the proposed contract and specifications shall be submitted to the Board of Commissioners of the District. All purchases or sales of less than \$25,000.00 may be made on the open market without publication in a newspaper.

That the heads of departments are hereby prohibited from incurring any liabilities against any account in excess of the amount herein authorized for such account.

That for fiscal year 2012, estimates of assets, revenues and fees available for appropriation, and amounts appropriated, specifying purposes therefore are as detailed on **Attachment -A**.

That the appropriation herein of amounts for the payment of "Unpaid Bills" or "Contract Liabilities" or "Deficit Reduction" shall not be construed as an approval of any said bills or contract liabilities, but shall be regarded only as the provision of a Fund for the payment thereof when said bills or contract liabilities have been found valid and legal obligations against the District, and have been properly audited and approved by the Board of Commissioners of the District.

That the budgeted Fund Balance level for the corporate fund is in accordance with the Board-adopted Fund Balance policy. (See **Attachment-B**)

That the Chief Financial Officer and the Comptroller are authorized to correct any factual errors in the Annual Appropriation Ordinance and to implement the adopted Amendments with any required internal modification.

BE IT FURTHER ORDAINED, that this Ordinance shall take effect and be in full force and effect from and after its passage, approval and publication according to the terms of law.

APPROVED:

Toni Preckwinkle, President
Board of Commissioners of the
Forest Preserve District of
Cook County, Illinois

WILLIAM M. BEAVERS
JERRY BUTLER
EARLEAN COLLINS
JOHN P. DALEY
JOHN FRITCHEY
BRIDGET GAINER
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ROBERT STEELE
LARRY SUFFREDIN
JEFFREY TOBOLSKI



ATTACHMENT A

**FOREST PRESERVE DISTRICT OF COOK COUNTY, ILLINOIS
SUMMARY OF APPROPRIATION, SOURCES, AND TAX LEVY
FOR FISCAL YEAR BEGINNING JANUARY 1, 2012**

Breakdown of Proposed Budget By Funding Source

Fund	Tax Levy	PPRT Tax	Uncollectable / Refunds	Non-Tax Revenue	Fund Balance	Proposed Budget Total
Corporate	41,363,334	5,200,000	(1,568,167)	4,486,670	8,531,566	58,013,403
Const. & Development	6,041,600		(302,080)			5,739,520
Capital Improvement					13,780,000	13,780,000
Real Estate Acquisition					10,082,000	10,082,000
Bond & Interest	12,001,306					12,001,306
Employee Annuity & Benefit	2,869,336	319,169				3,188,505
Zoological	14,884,927	615,000	(744,246)	48,498,263		63,253,944
Botanic Garden	9,348,070	262,500	(467,404)	19,781,000		28,924,166
TOTAL	\$ 86,508,572	\$ 6,396,669	\$ (3,081,897)	\$ 72,765,933	\$ 32,393,566	\$ 194,982,844

Attachment B

Corporate Fund Balance Policy Forest Preserve District of Cook County

Introduction

The District's Corporate Fund is used to fund and account for the general operations of the District, including law enforcement, maintenance, and recreation. The majority of the tax receipts received by the District, excluding receipts for the Brookfield Zoo and Chicago Botanic Garden, and almost all non-tax revenues, go into this fund. In governmental accounting, the balance sheet shows the current financial resources and liabilities of the fund. Accordingly, the balance sheet of the District's Corporate Fund shows the current financial resources of the District together with its current liabilities. The difference between the current financial resources available in the Corporate Fund and its liabilities is the Fund Balance. The Fund Balance is generally divided into Reserved and Unreserved. This policy establishes a guideline for the corporate unreserved fund balance, and how the guideline is implemented.

Unreserved Fund Balance Level

The District will endeavor to have a sufficient unreserved fund balance for the Corporate Fund to mitigate the risk stemming from 1) revenue fluctuations, 2) unexpected emergency expenditures, and 3) temporary periods of negative cash flow. To this end, a minimum fund balance shall be budgeted annually that is the total of the following percentages:¹

1. Revenue Fluctuations: 5.5 percent of Corporate Fund Gross Revenues
2. Unexpected Expenditures: 1 percent of Corporate Fund Expenditures
3. Insufficient Operating Cash: 8 percent of Corporate Fund Expenditures

Implementation of the Fund Balance Policy

The District's Chief Financial Officer (CFO) is responsible for implementing this policy and the District's designated Auditor must certify the necessary calculations. In any given year, the President may request that the Board waive this policy as operations demand. However, it is the intention of the President and the Board that this policy is adhered to in normal years. If, in any given year, the fund balance declines below the level specified by this policy, budgeted increases in the Fund Balance should be made over a maximum three-year period to bring the fund balance in accordance with the policy.

¹ These percentages assume an allowance for uncollectible receivables based on a moving 5-year average of uncollected receivables and a minimum employee turnover of 5 percent. Use of the Working Cash fund is also assumed.

EXECUTIVE SUMMARY

1. Executive Summary
2. Tax Rates for Real Property (Chart 1-A)
3. Property Tax Rates Comparison (Chart 1-B)
4. Property Tax Distribution Net of Uncollectable / Refunds (Chart 1-C)
5. Total Operating and Debt Service (Chart 1-D)
6. Comparative Appropriation Summary (Chart 1-E)
7. Position Summary (Chart 1-F)
8. Staffing History (Chart 1-G)
9. Property Tax Levy Summary, FY 2007 to FY 2012 (Chart 1-H)
10. Property Tax Levies and Collections (Schedule 1)
11. Direct and Overlapping Governmental Activities Debt (Schedule 2)
12. Legal Debt Margin Information (Schedule 3)
13. Operating Indicators by Function/Program (Schedule 4)

Forest Preserve District of Cook County

Executive Summary

Governments and taxing bodies throughout Illinois and the nation continue to grapple with revenue shortfalls resulting from the economic downturn. Providing services desired by constituents without increasing their tax burden will prove to be a tremendous challenge. For four consecutive years, the Forest Preserve proposed a budget that will meet this challenge – demonstrating the continued wisdom of the fiscal discipline exemplified by adherence to the fund balance policy of its Board of Commissioners. The District's efforts have been recognized by the bond rating agencies, which in 2011 maintained the following ratings: Standard & Poor's AA-; Moody's Aa2; and Fitch AA.

The FY 2012 Executive Budget Recommendation for the Forest Preserve District of Cook County recognizes its continuing obligation to maintain day-to-day operations necessary to ensure the continued use and enjoyment of District assets by the citizens of Cook County. It also places added focus on land management. The District recommends \$10.03 million in combined spending for land restoration and infrastructure improvements. The Corporate Fund transfer to the Real Estate Acquisition Fund for FY 2012 is \$4 million. The District will still maintain the required fund balance amount as outlined in its policy. The most recent audited fund balances and their anticipated usage for the corporate fund and other funds are included as part of the budget document.

The District proposes allocation of \$18.6 million in capital project spending in FY 2012 in addition to Construction and Development funds allocated from prior years.

The District, Botanic Garden and Zoological Society continue to appropriately balance their resources among their major operating centers. Of the total FY 2012 proposed appropriations for operations (\$164.9 million), 56% is for the operations of the Chicago Botanic Garden and Brookfield Zoo. Another 7% is committed to debt service related to the District's investment in its capital assets. The remaining 37% is for the District's general operating expenses and law enforcement expenditures (See Chart 1-D).

Property tax revenue continues to be used primarily by the District's mission-critical areas. Approximately 28% of the proposed property taxes collected by the District will be used to support the operations of the Brookfield Zoo and Botanic Garden (Chart 1-C).

The \$5.55 million is recommended for land restoration. The District plans to use new means to encourage County residents to further explore our assets and get involved in the District by volunteering. The District will allocate \$7.79 million for infrastructure improvements such as repairs and/or replacements of existing bridges, plumbing systems and other related needs.

Corporate Fund

The FY 2012 Corporate Fund budget appropriation is \$58,013,403, a 1.53 % increase from FY 2011. Nearly all of the increase has been utilized for a new volunteer resource program in the Recreation, Volunteer Resources, and Permits Department.

As stated previously, the District continues to devote the majority of the Corporate Fund resources to those areas that directly affect the public. Ninety two percent of the total Corporate Fund budget is for the purpose of public safety, maintenance of trails, groves, family picnic areas, and preservation and restoration of the County's open spaces.

For FY 2012 as shown in Chart 1-F, there are sixteen additional full-time equivalent positions. There is a transfer of five positions from the Finance and Administration Department to the newly established Human Resource Department. There is an increase of eleven full-time equivalent positions in the Recreation, Volunteer Resources and Permits Department.

Capital Improvement and Construction and Development Funds

Beginning in FY 2005, the District began a major push to improve its major capital facilities and infrastructure, replace aging vehicles and equipment, and restore some of its holdings. The FY 2012 budget allocates \$18.6 million in non-grant funding for facilities and infrastructure that will be used for maintenance and rehabilitation of the District's capital holdings.

Real Estate Acquisition Fund

The FY 2012 budget for the Real Estate Acquisition Fund includes another contribution from the Corporate Fund of \$4 million. As of December 31, 2010, this fund had an audited fund balance of about \$10.6 million, with planned and desired purchases exceeding this amount. Beginning in FY 2005, the Corporate Fund absorbed all indirect expenses of the Real Estate Acquisition Fund such as the personnel costs associated with land acquisition. The District continues to seek opportunities to acquire lands in support of its mission.

Grant Fund

The District has been awarded over \$60 million in government grant funding and nearly \$4 million in third-party grants. The District received two grants of \$10 million and \$21 million respectively under the Illinois First program. The District has spent all of the Illinois First monies, resulting in significant infrastructure enhancements. The District completed several major grant funded projects in the previous fiscal year, and will continue executing the Capital Improvement Plan for FY 2012.

Bond and Interest Fund

The Bond and Interest Fund debt service for FY 2012 decreased negligibly, remaining at approximately \$12 million. The District continues to have one of the lowest debt service obligations of any of the state's forest preserve districts, while remaining the largest forest preserve district in the state.

Self-Insurance Fund

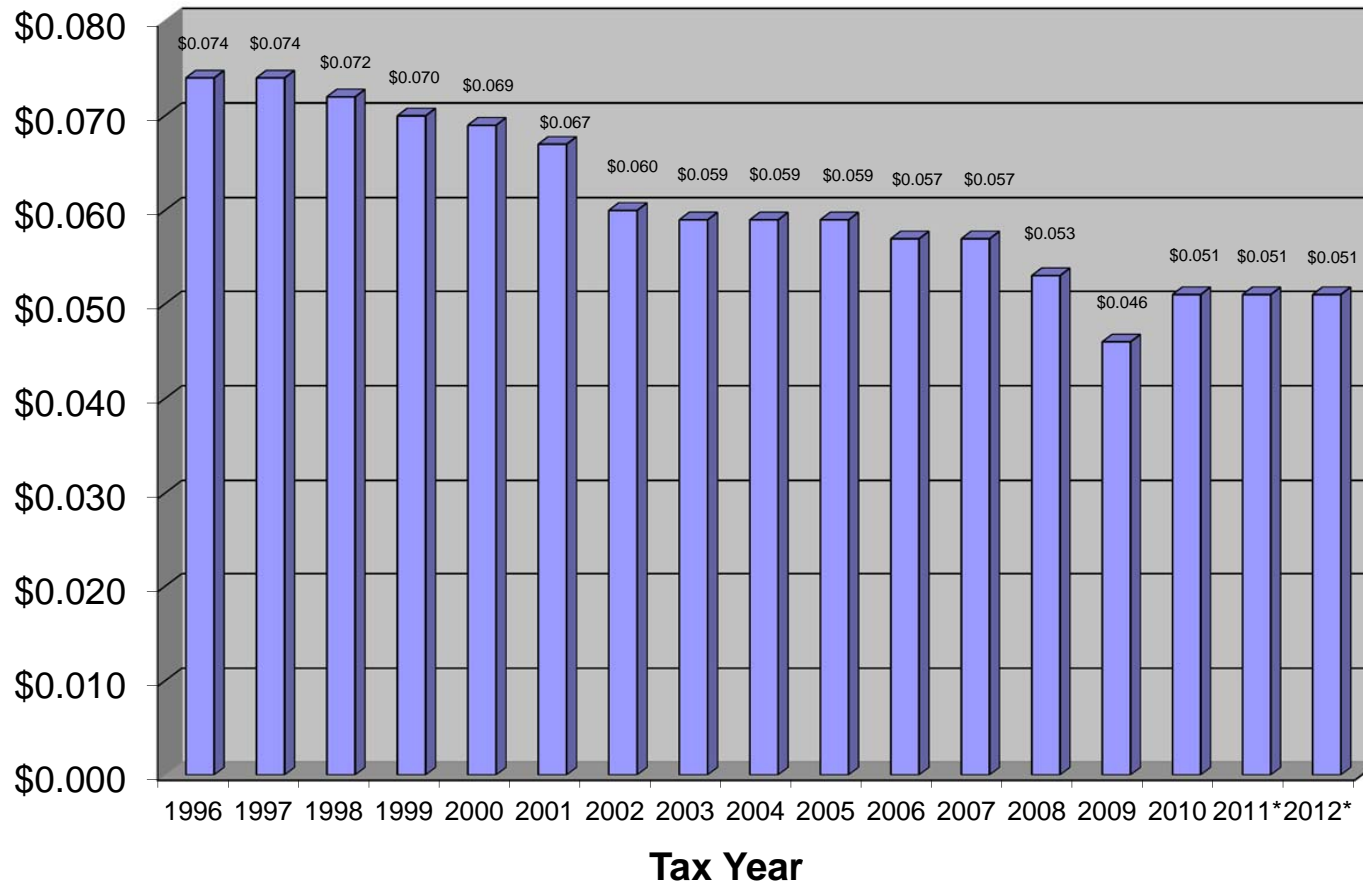
The District is self-insured against most common general liability and tort claims. The audited fund balance as of December 31, 2010 is \$23.2 million. Increases in Workers' Compensation, Unemployment Insurance and Shakman fees and payouts borne by the Self Insurance Fund in 2011 are expected to drive the reserves below \$20 million without additional funding. To maintain the appropriate level of reserves, the FY 2012 budget proposes a \$3 million transfer to this fund.

The accompanying charts and graphs referenced in the Executive Summary section provide a graphic summary of the FY 2012 budget.

FOREST PRESERVE DISTRICT

Tax Rates for Real Property

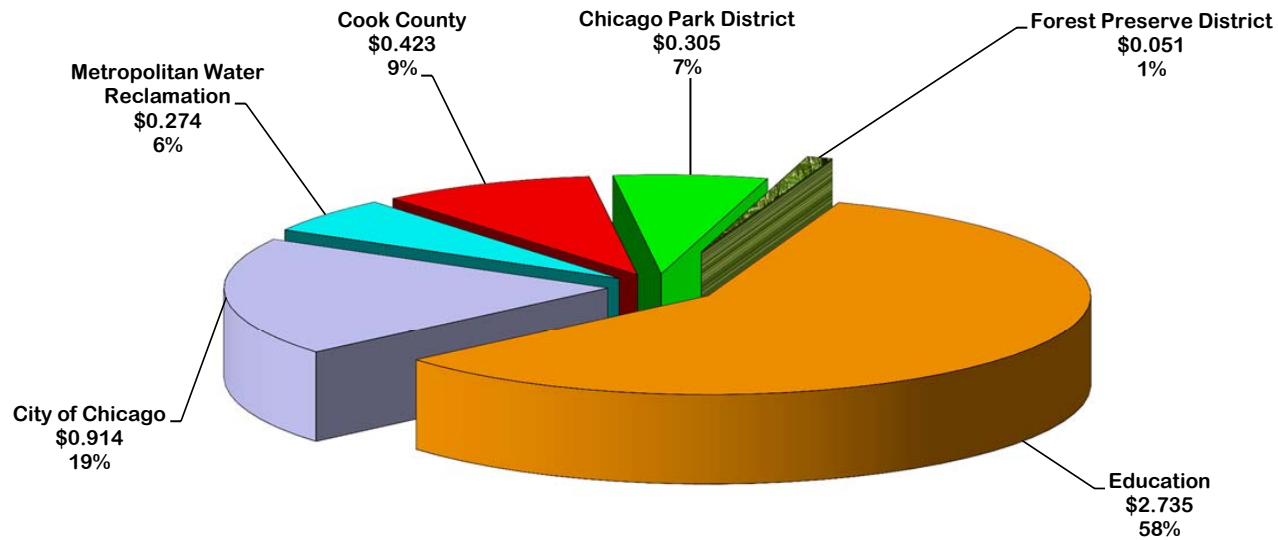
(Per \$100 Equalized Assessed Valuation)



2011* - 2012* (Projected based on 2010 Actual Agency Tax Rate)

CHART 1-A

**FOREST PRESERVE DISTRICT
2010 Cook County
Property Tax Rates Comparison
(Per \$100 of Equalized Assessed Valuation)**

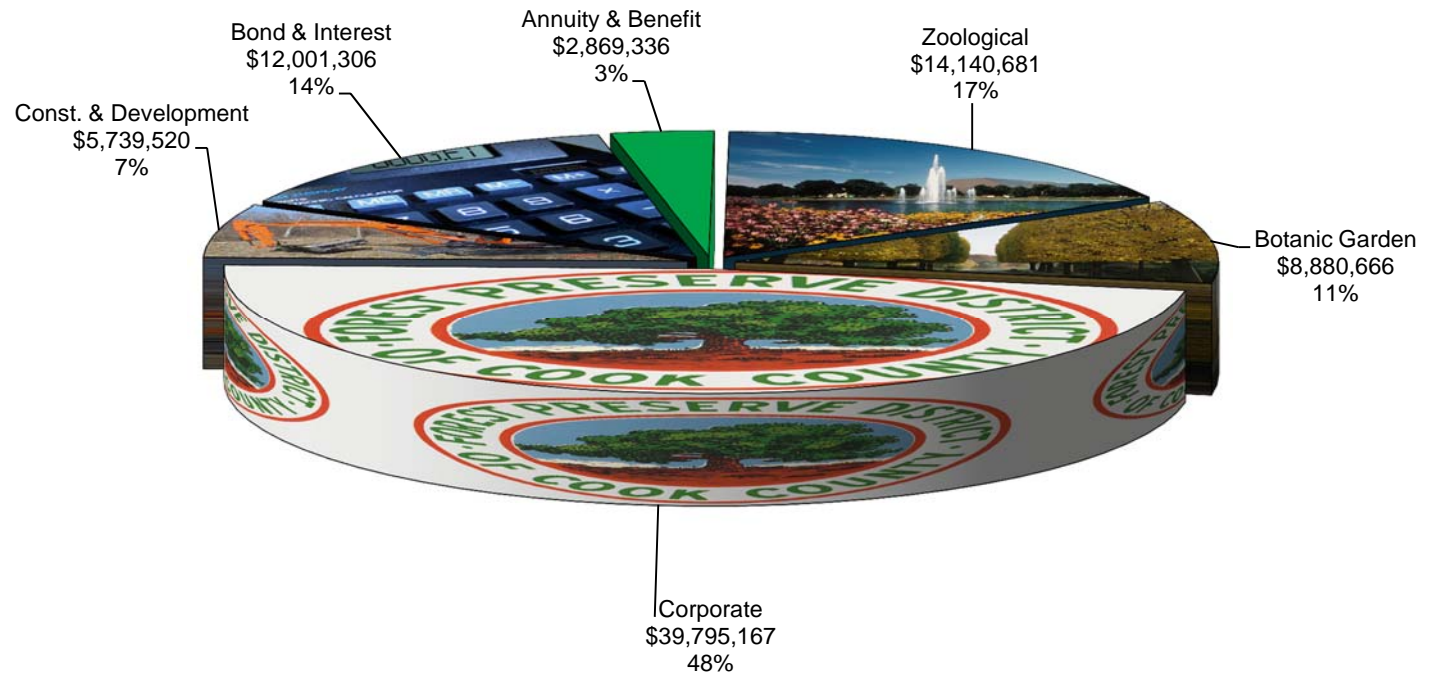


Total Rate \$4.702 per \$100 EAV

Source: Office of the Clerk of Cook County - 2011 rates not available

CHART 1-B

**FOREST PRESERVE DISTRICT
Property Tax Distribution
Net of Uncollectable / Refunds
FY 2012**



\$83,426,675

Chart 1-C

**FOREST PRESERVE DISTRICT
Total Operating & Debt Service
FY 2012**

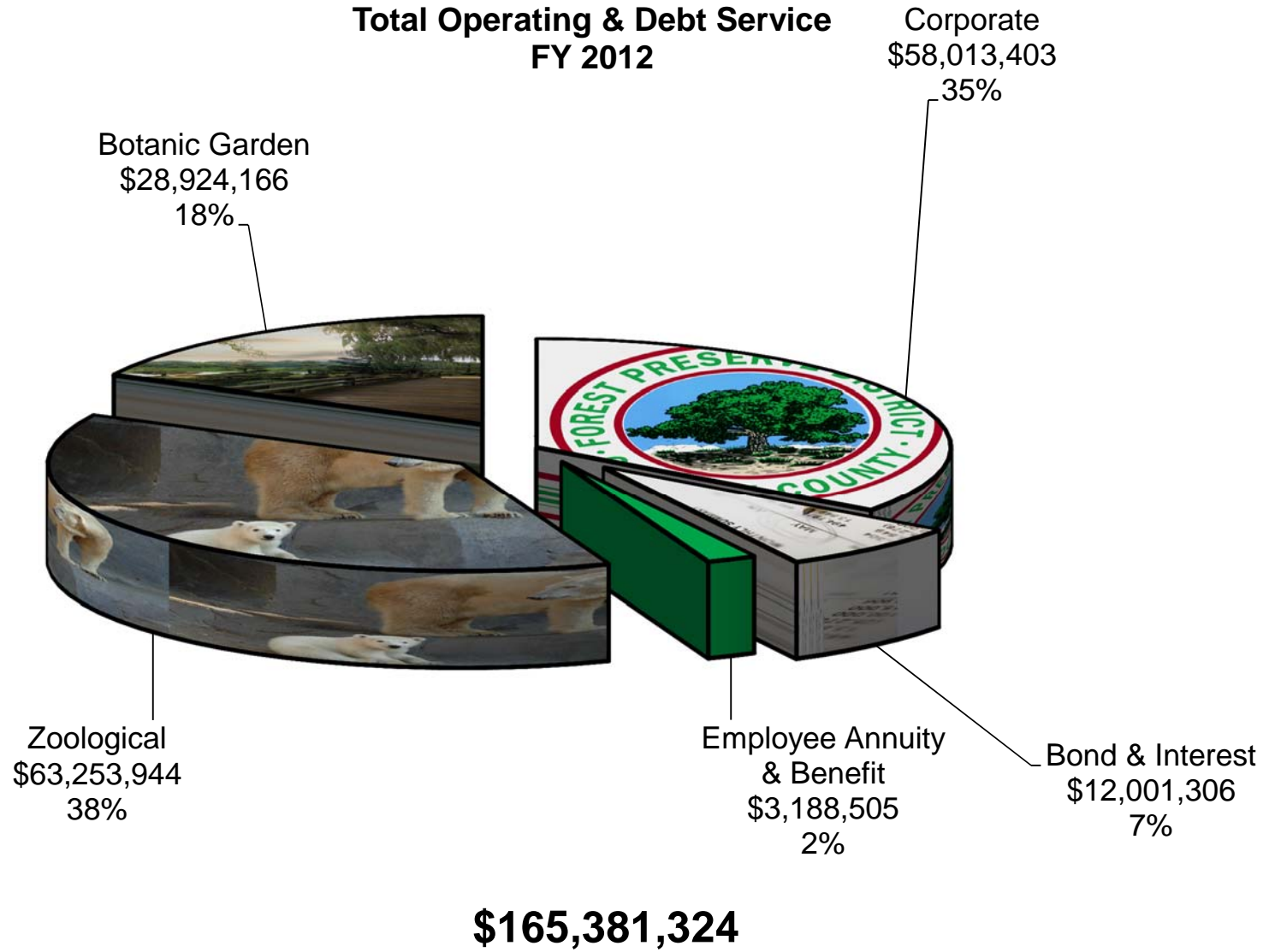


CHART 1-D

FY2011 - FY2012 Budget Recommendation Comparative Summary

Fund	FY2011 App.	FY2012 Rec.	DIFFERENCE	% CHANGE
Operating and Debt Service				
Corporate	\$57,138,087	\$58,013,403	\$875,316	1.532%
Bond & Interest	\$12,009,596	\$12,001,306	(\$8,290)	-0.069%
Employee Annuity & Benefit	\$3,144,432	\$3,188,505	\$44,073	1.402%
Zoological	\$60,955,699	\$63,253,944	\$2,298,245	3.770%
Botanic Garden	\$26,913,166	\$28,924,166	\$2,011,000	7.472%
Total for Operations	\$160,160,980	\$165,381,324	\$5,220,344	3.259%
Capital				
	FY2011	FY2012	DIFFERENCE	
Const. & Development	\$5,739,520	\$5,739,520	\$0	0.000%
Capital Improvement	\$13,050,000	\$13,780,000	\$280,000	2.146%
Real Estate Acquisition	\$18,596,104	\$10,082,000	(\$8,514,104)	-45.784%
Total for Capital	\$37,385,624	\$29,601,520	(\$8,234,104)	-22.025%
Total Recommendations	\$197,546,604	\$194,982,844	(\$2,563,760)	-1.298%

Chart1-E

POSITION SUMMARY

	2011 APPROPRIATION		2012 RECOMMENDATION	
FULL-TIME EMPLOYEE CORPORATE	TOTAL FTEs	TOTAL SALARIES	TOTAL FTEs	TOTAL SALARIES
10 - GENERAL OFFICE	13	\$1,061,281	16	\$1,381,937
20 - FINANCE & ADMINISTRATION	21	\$1,590,665	16	\$1,293,525
22 - HUMAN RESOURCES*	0	\$0	5	\$234,160
31 - RESOURCE MANAGEMENT	98	\$5,071,645	92	\$4,871,234
51 - GENERAL MAINTENANCE	194	\$9,180,329	203	\$9,846,989
54 - RECREATION. VOLUNTEER RESOURCES & PERMITS	10	\$562,246	21	\$1,100,271
56 - LAW ENFORCEMENT	122	\$6,483,225	122	\$6,458,041
60 - LEGAL DEPARTMENT	13	\$1,035,256	13	\$1,017,333
80 - PLANNING AND DEVELOPMENT	19	\$1,273,611	18	\$1,248,618
FULL-TIME EMPLOYEE TOTAL	490	\$26,258,258	506	\$27,452,108
PART-TIME/SEASONAL EMPLOYEE				
22 - HUMAN RESOURCES	0	0	3.8	\$78,800
31 - RESOURCE MANAGEMENT	11	\$210,083	9	\$198,986
51 - GENERAL MAINTENANCE	17	\$576,264	30	\$915,838
54 - RECREATION. VOLUNTEER RESOURCES & PERMITS	26	\$722,949	24	\$644,701
60 - LEGAL DEPARTMENT	0.5	\$13,989	0.3	\$6,304
80 - PLANNING AND DEVELOPMENT	0.0	0	0.45	\$12,703
PART-TIME/SEASONAL TOTAL	53.5	\$1,523,285	67.6	\$1,857,331
CORPORATE TOTAL	543.5	\$27,781,543	573.6	\$29,309,439

* Note: Human Resources was included in Finance & Administration in 2011 Budget.

Chart 1-F

Forest Preserve District Staffing History

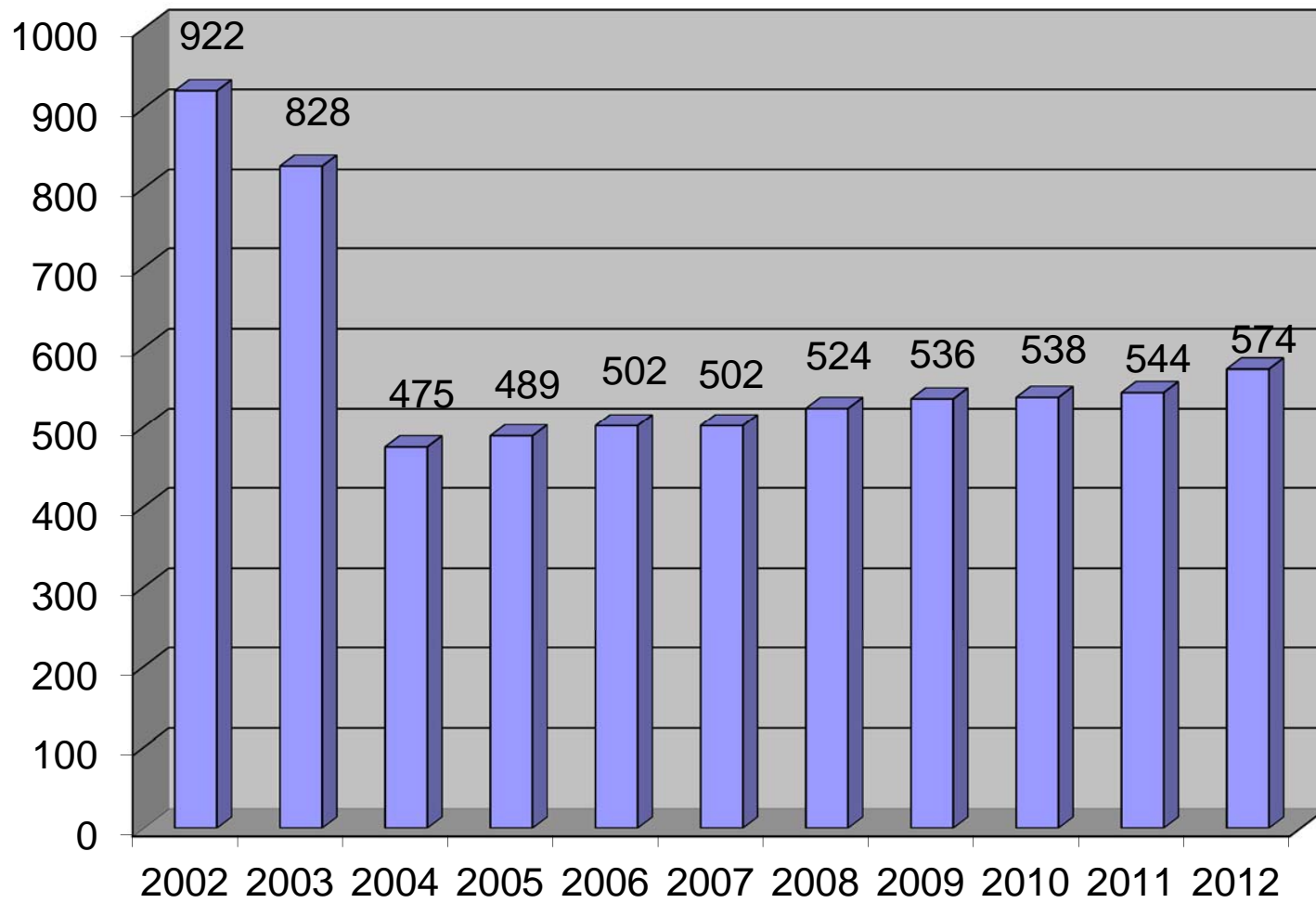


Chart 1-G

PROPERTY TAX LEVY SUMMARY

Following the approval of the Annual Appropriation Ordinance, the Forest Preserve District Board of Commissioners authorizes the raising of revenue by direct taxes on real property. This is known as the Property tax Levy.

Once property taxes are collected and remitted to the District, they are distributed to six funds: Corporate, Construction & Development, Bond & Interest, Employee Annuity & Benefit, Zoological and Botanic Garden.

Property Tax Levy Summary 2007-2012

<u>Fund</u>	2007	2008	2009	2010	2011	2012	% Change (2011-2012)
Corporate	40,082,442	42,086,564	41,746,609	41,746,609	41,394,704	41,363,334	-0.076%
Const. & Development	5,750,000	6,041,600	6,041,600	6,041,600	6,041,600	6,041,600	0.000%
Bond & Interest	13,321,953	13,308,743	13,302,237	12,008,168	12,009,596	12,001,306	-0.069%
Annuity & Benefit	3,074,058	1,977,980	2,324,442	2,479,198	2,829,675	2,869,336	1.402%
Zoological	14,168,025	14,884,927	14,884,927	14,884,927	14,884,927	14,884,927	0.000%
Botanic Garden	8,902,924	9,348,070	9,348,070	9,348,070	9,348,070	9,348,070	0.000%
Total	85,299,402	87,647,885	87,647,885	86,508,572	86,508,572	86,508,572	0.000%

Chart 1-H

Forest Preserve District of Cook County, Illinois

Property Tax Levies and Collections

Last Ten Fiscal Years

Fiscal	Collected within the					
Year	Taxes Levied	Fiscal Year of the Levy		Collections in	Total Collections to Date	
Ended	for the	Percentage		Subsequent	Percentage	
December 31,	Fiscal Year	Amount	of Levy	Years	Amount	of Levy
2010	\$ 86,508,572	\$ -	0.00%	\$ -	\$ -	- %
2009	86,783,200	71,821,456	82.76%	-	71,821,456	82.76%
2008	87,647,885	72,134,754	82.30%	4,821,379	76,956,133	87.80%
2007	85,299,402	80,303,581	94.14%	2,500,992	82,804,573	97.08%
2006	81,316,855	72,392,687	89.03%	7,892,113	80,284,800	98.73%
2005	80,011,658	74,120,676	92.64%	610,352	74,731,028	93.40%
2004	72,924,920	70,436,787	96.59%	1,163,854	71,600,641	98.18%
2003	66,355,891	62,583,691	94.32%	2,206,020	64,789,711	97.64%
2002	64,100,799	62,084,730	96.85%	822,589	62,907,319	98.14%
2001	63,588,742	61,829,887	97.23%	946,670	62,776,557	98.72%

Sources: Cook County Clerk, Tax Extension Division & Cook County Treasurer Department

Forest Preserve District of Cook County, Illinois**Direct and Overlapping Governmental Activities Debt**

As of December 31, 2010
(dollars in thousands)

Governmental Unit	Debt Outstanding	Overlapping Percentage
Debt repaid with property taxes		
Cook County	\$ 3,499,615,000	18.85%
City of Chicago	6,952,388,000	37.44%
Chicago Board of Education	5,263,309,000	28.34%
Chicago Park District	802,815,000	4.32%
Metropolitan Water Reclamation District	1,949,177,000	10.50%
Subtotal overlapping debt	18,467,304,000	
Forest Preserve District Direct Debt	101,935,000	0.55%
Total direct and overlapping debt	<u>\$ 18,569,239,000</u>	

Source: Cook County Comptroller's Office

Forest Preserve District of Cook County, Illinois

Legal Debt Margin Information

Last Ten Fiscal Years

Legal Debt Margin Calculation for Fiscal Year 2010

Assessed value	<u>\$ 178,070,594,272</u>
FPD Debt limit (.345% assessed value)	<u>\$ 614,343,550</u>
Debt applicable to limit:	
General obligation bonds	101,935,000
Less: Amount set aside for repayment of general obligation debt	<u>(12,658,342)</u>
Total net debt applicable to limit	<u>89,276,658</u>
Legal debt margin	<u>\$ 525,066,892</u>

	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2008</u>	<u>2010</u>
Debt limit	\$ 327,438,314	\$ 362,543,985	\$ 388,129,983	\$ 419,751,587	\$ 460,132,412	\$ 466,948,144	\$ 497,989,502	\$ 549,470,852	\$ 599,043,453	\$ 614,343,550
Total net debt applicable to limit	<u>35,753,152</u>	<u>37,091,076</u>	<u>35,608,354</u>	<u>32,323,184</u>	<u>125,056,934</u>	<u>125,056,934</u>	<u>120,748,093</u>	<u>103,586,963</u>	<u>95,892,033</u>	<u>89,276,658</u>
Legal debt margin	<u>\$ 291,685,162</u>	<u>\$ 325,452,909</u>	<u>\$ 352,521,629</u>	<u>\$ 387,428,403</u>	<u>\$ 335,075,478</u>	<u>\$ 341,891,210</u>	<u>\$ 377,241,409</u>	<u>\$ 445,883,889</u>	<u>\$ 503,151,420</u>	<u>\$ 525,066,892</u>
Total net debt applicable to the limit as a percentage of debt limit	<u>10.92%</u>	<u>10.23%</u>	<u>9.17%</u>	<u>7.70%</u>	<u>27.18%</u>	<u>26.78%</u>	<u>24.25%</u>	<u>18.85%</u>	<u>16.01%</u>	<u>14.53%</u>

Sources: Annual Financial Reports 2000-2010 and Cook County Clerk's office, Tax Extension Division

Forest Preserve District of Cook County, Illinois
Operating Indicators by Function/Program
Last Nine Fiscal Years

<u>Function/Program</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Recreation and general maintenance									
Picnic permits issued with shelter	6,575	5,786	5,138	5,557	5,576	5,365	5,792	5,418	6,016
Picnic permits issued without shelter	2,050	1,500	1,043	1,039	1,058	1,305	1,344	1,278	1,452
Pool attendance	<u>39,774</u>	<u>38,303</u>	<u>39,010</u>	<u>40,035</u>	<u>38,561</u>	<u>39,550</u>	<u>27,504</u>	<u>28,905</u>	<u>80,491</u>
Total	<u>48,399</u>	<u>45,589</u>	<u>45,191</u>	<u>46,631</u>	<u>45,195</u>	<u>46,220</u>	<u>34,640</u>	<u>35,601</u>	<u>87,959</u>
Law enforcement									
Ordinance violations	1,378	2,290	3,025	4,907	4,832	1,918	6,351	6,706	7,136
Traffic arrests	2,146	3,223	3,396	2,262	3,056	408	4,664	4,581	3,275
Parking citations	1,977	3,102	2,913	3,078	3,636	3,753	4,359	4,800	4,935
Criminal arrests	163	265	643	268	413	104	391	443	464
Incident reports	<u>13,552</u>	<u>24,543</u>	<u>29,238</u>	<u>28,315</u>	<u>38,472</u>	<u>46,027</u>	<u>62,081</u>	<u>68,502</u>	<u>73,185</u>
Total	<u>19,216</u>	<u>33,423</u>	<u>39,215</u>	<u>38,830</u>	<u>50,409</u>	<u>52,210</u>	<u>77,846</u>	<u>85,032</u>	<u>88,995</u>

Sources: District's Records

CORPORATE FUND SUMMARY

- 1. Estimated Revenue and Available Sources**
- 2. Budgeted Expenditures and Other Uses**

CORPORATE FUND DEPARTMENT APPROPRIATIONS

The Corporate Fund is the District's general operating fund, supporting all District departments and other District operations and services. The total financial resources available to the Corporate Fund for 2012 are estimated to be \$58,013,403.



**FOREST PRESERVE DISTRICT OF COOK COUNTY, ILLINOIS
COMPARISON OF ESTIMATED CORPORATE FUND REVENUE
AND AVAILABLE SOURCES**

<u>Tax Revenue</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>% CHANGE</u>
Property Tax Levy	\$41,394,704	\$41,363,334	-0.076%
Allowance for Uncollectible			
Deferred Taxes and Refunds	(\$2,069,735)	(\$1,568,167)	-24.233%
Personal Property Replacement			
Tax (PPRT)	\$4,807,742	\$5,200,000	8.159%
Total Tax Revenue	\$44,132,711	\$44,995,167	1.954%

Non-Tax Revenues

Picnic Permit / Special Use Fees	\$850,000	\$850,000	0.000%
Equestrian Licenses	\$35,000	\$35,000	0.000%
Winter Sports	\$30,000	\$25,000	-16.667%
Pool Fees	\$200,000	\$250,000	25.000%
Golf Revenue	\$950,000	\$900,000	-5.263%
Concessions	\$145,500	\$150,000	3.093%
Fines	\$150,000	\$175,000	16.667%
Land Use Fees	\$275,000	\$250,000	-9.091%
License Agreements	\$1,100,000	\$1,751,670	59.243%
Investment Earnings	\$70,000	\$50,000	-28.571%
Miscellaneous Income	\$25,000	\$50,000	100.000%
Total Non-Tax Revenue	\$3,830,500	\$4,486,670	17.130%

Other Financing Sources

Fund Balance Contribution	\$9,174,876	\$8,531,566	-7.012%
Total All Revenues	\$57,138,087	\$58,013,403	1.532%

**FOREST PRESERVE DISTRICT OF COOK COUNTY, ILLINOIS
BUDGETED EXPENDITURES AND OTHER USES
FOR FISCAL YEAR BEGINNING JANUARY 1, 2012**

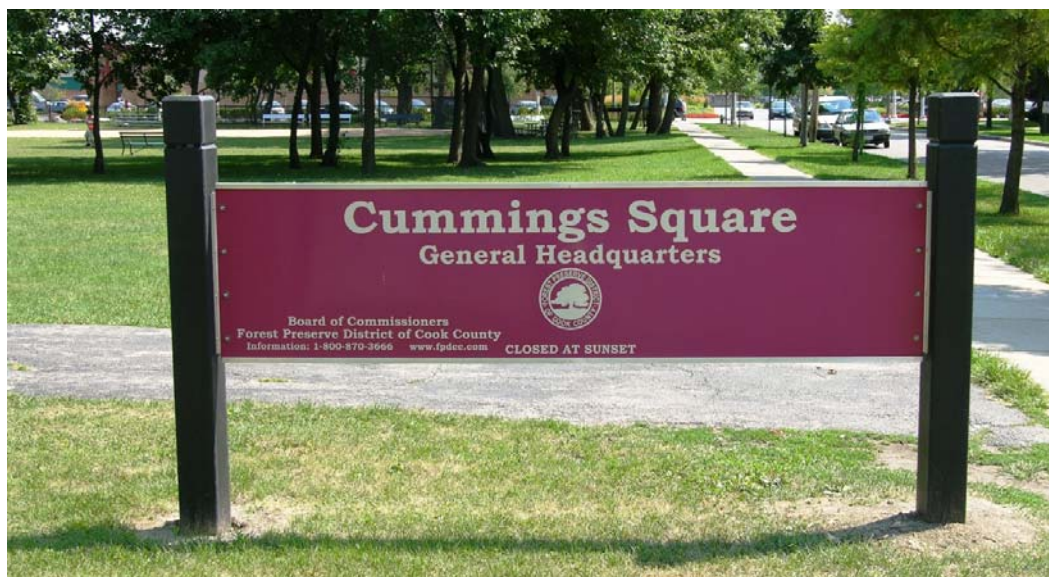
CATEGORY/DEPARTMENT	PERSONNEL SERVICES*	PROGRAM EXPENSES**	TOTAL
General Office	1,744,290	356,000	2,100,290
Finance & Administration	1,683,490	149,500	1,832,990
Human Resources	420,453	155,040	575,493
Resource Management	7,095,645	891,000	7,986,645
General Maintenance	15,169,075	4,858,500	20,027,575
Resident Watchman Facilities		200,000	200,000
Recreation, Volunteer Resources and Permits	2,206,314	490,250	2,696,564
Law Enforcement	9,143,792	489,700	9,633,492
Legal Department	1,337,731	92,000	1,429,731
Planning & Development	1,681,203	54,100	1,735,303
District Wide Programs		2,795,321	2,795,321
Operating Transfer to Capital		0	0
Operating Transfer to Real Estate Acquisition		4,000,000	4,000,000
Operating Transfer to Self Insurance		3,000,000	3,000,000
Total	\$40,481,992	\$17,531,411	\$58,013,403

* Includes Salary, Hospital Insurance, Life Insurance, Dental Plan,
Vision Plan and Appropriation Services Adjustment

** Includes Professional Contractual Services, Material & Supplies,
Equipment & Fixtures, and Other Related Expenses

GENERAL OFFICE

Mission: To ensure that the overall mission of the Forest Preserve District is advanced through the plans, programs and activities of all departments.



GENERAL OFFICE

General Office is comprised of the following functions:

- Executive Office
- Development
- Public Information
- Compliance
- Information Technology

Executive Office:

- Oversees District's comprehensive plan for preservation and protection of natural lands.
- Directs development of planning and research functions.
- Reviews and directs operations and programs of all departments.
- Plans and implements strategic initiatives.

Development:

- Secures and tracks funding for the District from external sources such as grants and inter-governmental agreements.
- Coordinates implementation of outside funds to meet District needs.
- Serves as liaison to agencies and organizations serving as partners of the Forest Preserve District Foundation in its efforts to support the District.

Public Information:

- Disseminates news about the District to electronic and print media.
- Serves as official spokesperson to the media.
- Oversees communications initiatives including the District's website and social media efforts.

Compliance:

- Ensures compliance with the District Hiring Plan.
- Serves as liaison to and jointly reports to the office of the Inspector General.
- Oversees training on unlawful political influences.
- Ensures response to, and as appropriate compliance with recommendation of the Office of the Independent Inspector General.
- Directs responses to all reports from the Office of the Independent Inspector General.

Information Technology:

- Implements disaster recovery program.
- Ensures maximum operation of LAN and WAN.
- Researches and analyzes District operations for optimal efficiency and cost-effectiveness.
- Provides information technology support to the District.

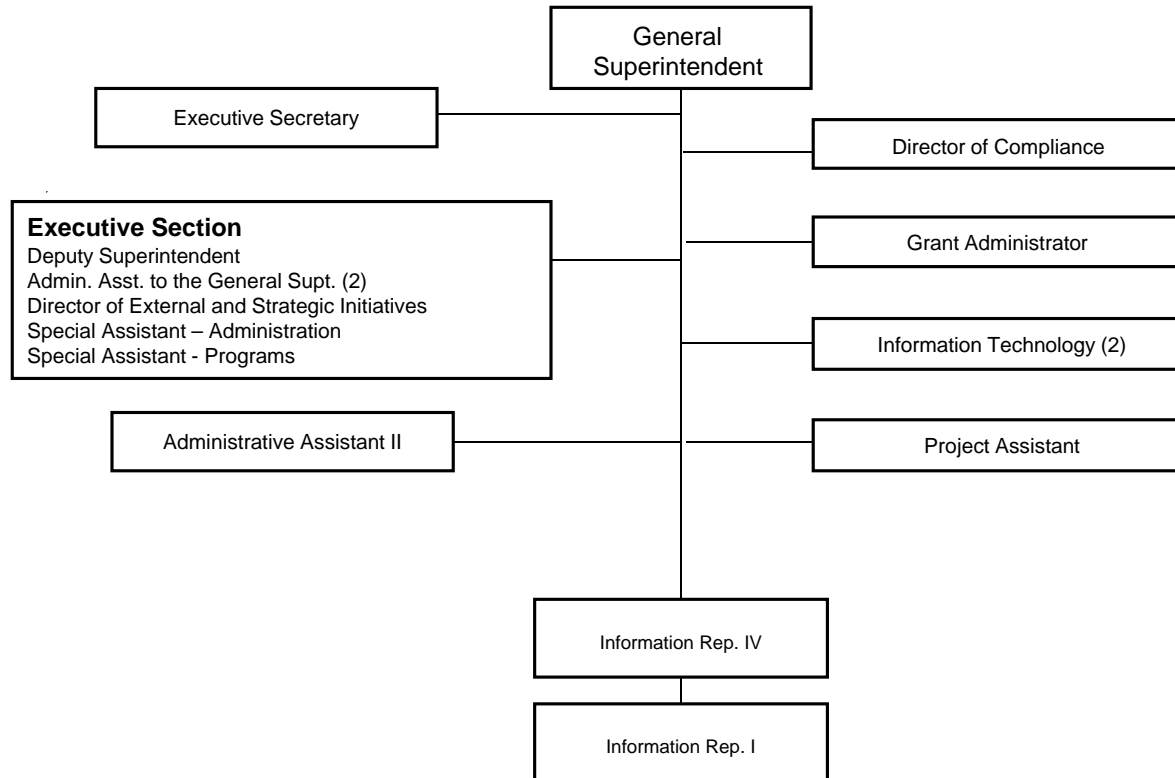
GENERAL OFFICE 2011 ACCOMPLISHMENTS

- Increased public input in decision making through regional public forums and working groups
- Established a Foundation Working Group that is working toward the organizational renewal, and long-term sustainability of the Forest Preserve District
- Developed a Sponsorship Policy to guide the Forest Preserve District in finding ways to accept and acknowledge the widespread public support of individuals, foundations, corporations and other entities
- Implemented Performance Management measures to critically evaluate District finances, programs and operations
- Initiated a program for professional development of District Managers
- Established an internship program with the University of Illinois at Chicago
- Completed an internal audit on utility usage including phone, water, gas and electric
- Reclaimed Forest Preserve District property through the enforcement of encroachments
- Received, along with our partners, the US EPA and Chicago Wilderness Excellence in Conservation and Native Landscaping Award for the Orland Grassland Restoration Project
- Awarded \$4.2 million by the Army Corps of Engineers for Orland Grassland
- Established “Partners for the Preserves,” an initiative aimed at protecting biological diversity via collaborative efforts
- Implemented Wi-Fi infrastructure for the General Headquarters building and upgraded internet access to District facilities
- Redesigned the District’s web site with new features including a search engine, expanded media capabilities, a General Superintendent’s blog, and social media functions including a Twitter feed
- Developed mobile interactive application for the Blackberry and Apple iPhone that provides an interactive navigational map of the District and essential information about picnic groves, bike trails, fishing, and hiking trails

GENERAL OFFICE 2012 GOALS

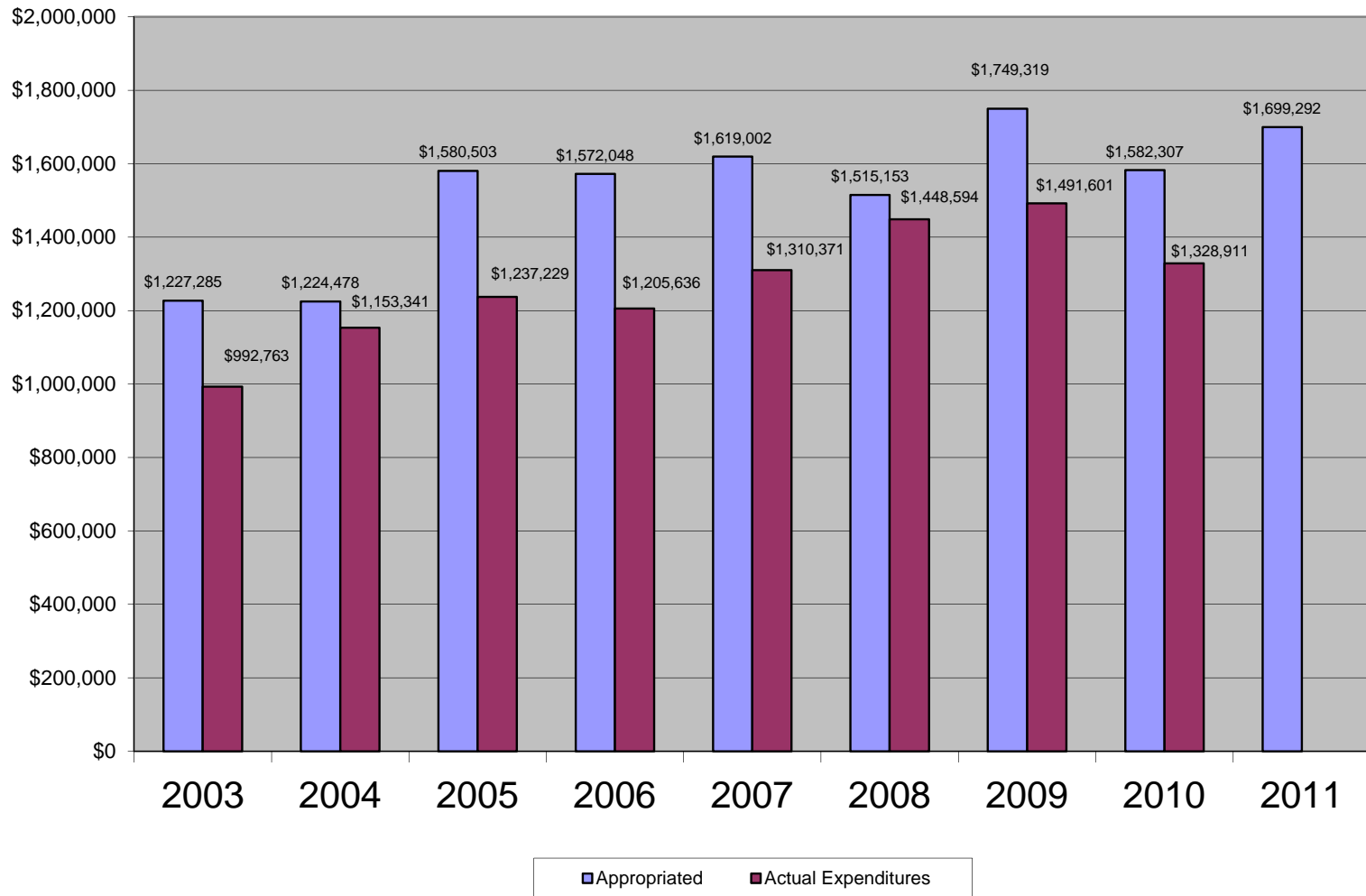
- Generate new revenue with the corporate sponsorship program
- Expand collaborative partnerships with the scientific community
- Highlight the work of District biologists, educators, architects, engineers and other technical experts to inform public policy and best practices
- Expand public outreach and education using social networking tools, public events and forums
- Increase awareness of and engagement in the Forest Preserve District through volunteerism, educational programs, recreational opportunities, special events, and expanded web content
- Evaluate and improve current maps and publications for public use
- Expand university internship program
- Expand the Foundation operations in service to the District
- Upgrade inventory management and complete cost-saving and efficiency programs for utilities

General Office



Budgeted Number of Positions 16

General Office: Appropriated vs. Actual Expenditures By Fiscal Year



10 - GENERAL OFFICE

JOB CODE	TITLE	GR	2011 APPROPRIATION		2012 RECOMMENDATION	
			TOTAL FTE	TOTAL SALARIES	TOTAL FTE	TOTAL SALARIES
2530	General Supt.	24	1	\$168,501	1	\$168,501
2507	Deputy Supt.	24	1	\$155,172	1	\$155,172
9999	Director of Compliance	23	1	\$77,630	1	\$93,113
9999	Special Assistant - Administration	23	0	\$0	1	\$89,272
2528	Admin. Asst. to the General Supt.	23	2	\$199,345	2	\$162,644
2294	Grant Administrator	22	0	\$0	1	\$77,630
4392	Director of External and Strategic Initiatives	22	1	\$93,989	1	\$93,989
2505	Special Assistant - Programs	22	0	\$0	1	\$93,989
1057	Information Technology Manager	22	2	\$159,376	2	\$163,330
2513	Information Rep. IV	21	1	\$86,547	1	\$86,547
2512	Executive Secretary	20	1	\$78,033	1	\$78,033
9999	Information Rep. I	18	0	\$0	1	\$50,943
9999	Project Assistant	16	0	\$0	1	\$44,312
0048	Administrative Assistant III	16	1	\$53,408	0	\$0
0047	Administrative Assistant II	14	1	\$0	1	\$38,422
Total			11	\$1,072,001	16	\$1,395,896
Vacancy/Turnover Adjustment				(\$10,720)		(\$13,959)
Personnel Total Wages				\$1,061,281		\$1,381,937

General Office Guide to Key Changes 2011 – 2012:

Changes due to Desk Audit:

Grant Administrator, working in General Office, moved from Finance to General Office budget.

Administrative Assistant III, working in Maintenance, moved to Maintenance budget and replaced with a lower level *Administrative Assistant II*.

Shakman-related Changes:

Change in salary for *Director of Compliance* approved by Board of Commissioners during 2011.

Structural Changes:

Special Assistant to the Superintendent – Administration replaces *Coordinator of Community and Intergovernmental Relations* for the purpose of providing support for new projects and expanding non-profit and government partnerships.

Special Assistant to the Superintendent – Programs replaces *Secretary to the Board of Commissioners* for the purpose of creating and implementing programs to attract new visitors.

Program Changes:

Information Rep I added to assist in web and social media communications, responding to the increased number of web hits and requests from visitors, media and the general public.

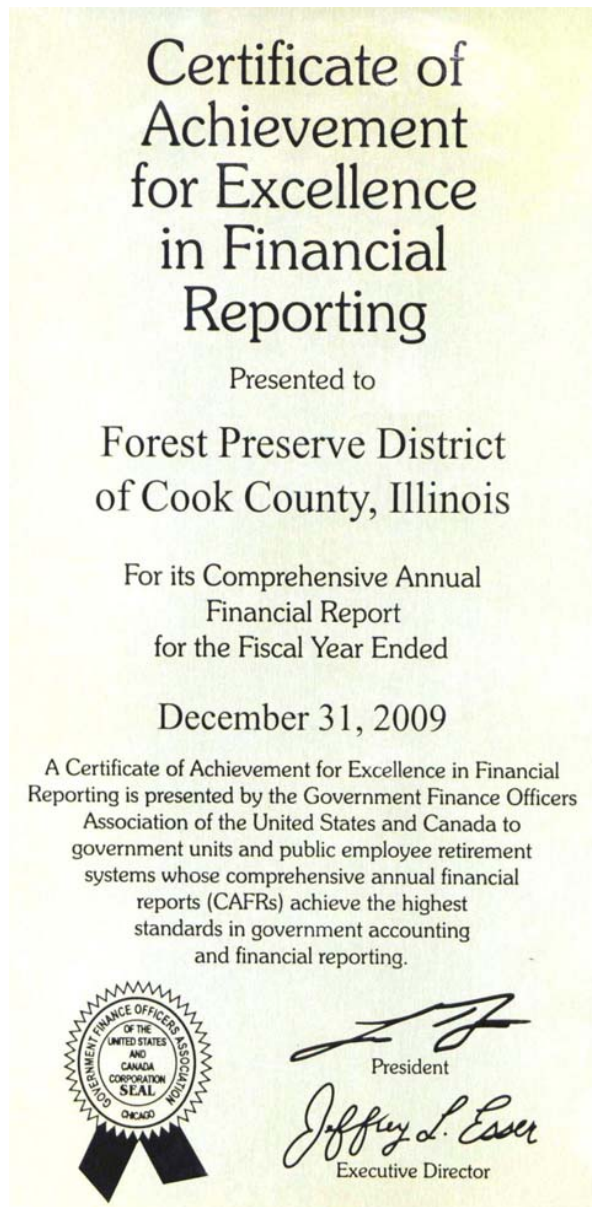
Project Assistant added to provide analytical research support to special initiatives, including Performance Management.

10 - GENERAL OFFICE

		FY 2011	FY 2012	DIFFERENCE
ACCT.		DEPARTMENT	DEPARTMENT	INC./
NO.	DESCRIPTION	APPROPRIATION	RECOMMENDATION	(DEC.)
Personnel Services				
610010	Salaries and Wages	\$1,061,281	\$1,381,937	\$320,656
610012	Hospital Insurance	\$178,349	\$233,340	\$54,990
610013	Life Insurance	\$2,143	\$2,751	\$608
610014	Dental Care Plan	\$5,478	\$7,081	\$1,603
610015	Vision Plan	\$1,863	\$2,408	\$545
610016	Appropriation Adjustment for Personnel Services	\$74,289	\$96,736	\$22,447
650066	Medicare Payments	\$15,389	\$20,038	\$4,649
	Total Personnel Services	\$1,338,792	\$1,744,290	\$405,498
Professional Contractual Services				
620090	Other Professional Services	\$50,000	\$45,000	(\$5,000)
620091	Advertising / Promotion	\$50,000	\$50,000	\$0
620310	Printing	\$15,000	\$15,000	\$0
620311	Publications	\$10,000	\$10,000	\$0
620315	Stationery & Office Forms	\$5,000	\$5,000	\$0
	Total Professional Contractual Services	\$130,000	\$125,000	(\$5,000)
Material & Supplies				
630010	Office Supplies	\$6,000	\$6,000	\$0
630070	Special Events Program	\$5,000	\$0	(\$5,000)
630140	Postage	\$20,000	\$20,000	\$0
640300	Telephone Service	\$6,500	\$0	(\$6,500)
	Total Material & Supplies	\$37,500	\$26,000	(\$11,500)
Equipment & Fixtures				
660210	Other Material and Supplies	\$4,000	\$0	(\$4,000)
	Total Equipment & Fixtures	\$4,000	\$0	(\$4,000)
Intergovernmental Agreements				
680024	Intergovernmental Affairs	\$90,000	\$90,000	\$0
680025	Board Secretary Services	\$95,000	\$95,000	\$0
	Total Intergovernmental Agreements	\$185,000	\$185,000	\$0
Other Employee Expenses				
690016	Transportation & Travel Expense	\$4,000	\$10,000	\$6,000
690030	Professional Dues & Subscriptions	\$0	\$10,000	\$10,000
	Total Other Employee Expenses	\$4,000	\$20,000	\$16,000
DEPARTMENT TOTAL		\$1,699,292	\$2,100,290	\$400,998

FINANCE AND ADMINISTRATION

Mission: To oversee and manage all financial affairs and administrative functions related to financial accounting, internal and external auditing, and purchasing, with an increased emphasis on the implementation of controls, accountability, technology and cross training.



FINANCE AND ADMINISTRATION

Finance and Administration is comprised of the following sections:

- Accounting
- Payroll
- Budgeting, Technical Analysis and Information Technology Support
- Internal Audit
- Purchasing

Accounting

- Maintains District financial records.
- Responsible for accounting, billing and collection.

Payroll

- Administers, supervises and maintains records of Payroll operations and disbursements.

Budget and Management

- Monitors and reports all appropriations and expenditures.
- Researches and analyzes District operations for optimal efficiency and cost-effectiveness.
- Prepares District budget.

Internal Audit:

- Enhances the internal control environment through additional oversight of District operations.
- Reviews grant compliance, concession contracts, golf privatization, inter-governmental agreements, and payroll processing and risk management.

Purchasing:

- Procures goods and services for the District.
- Maintains vendor database.
- Tracks payments and purchase orders.
- Searches for prospective vendors.
- Encourages minority vendor participation.
- Maintains bid process integrity.
- Participates in cooperative purchasing ventures with other government entities.
- Maintains subsidiary records.

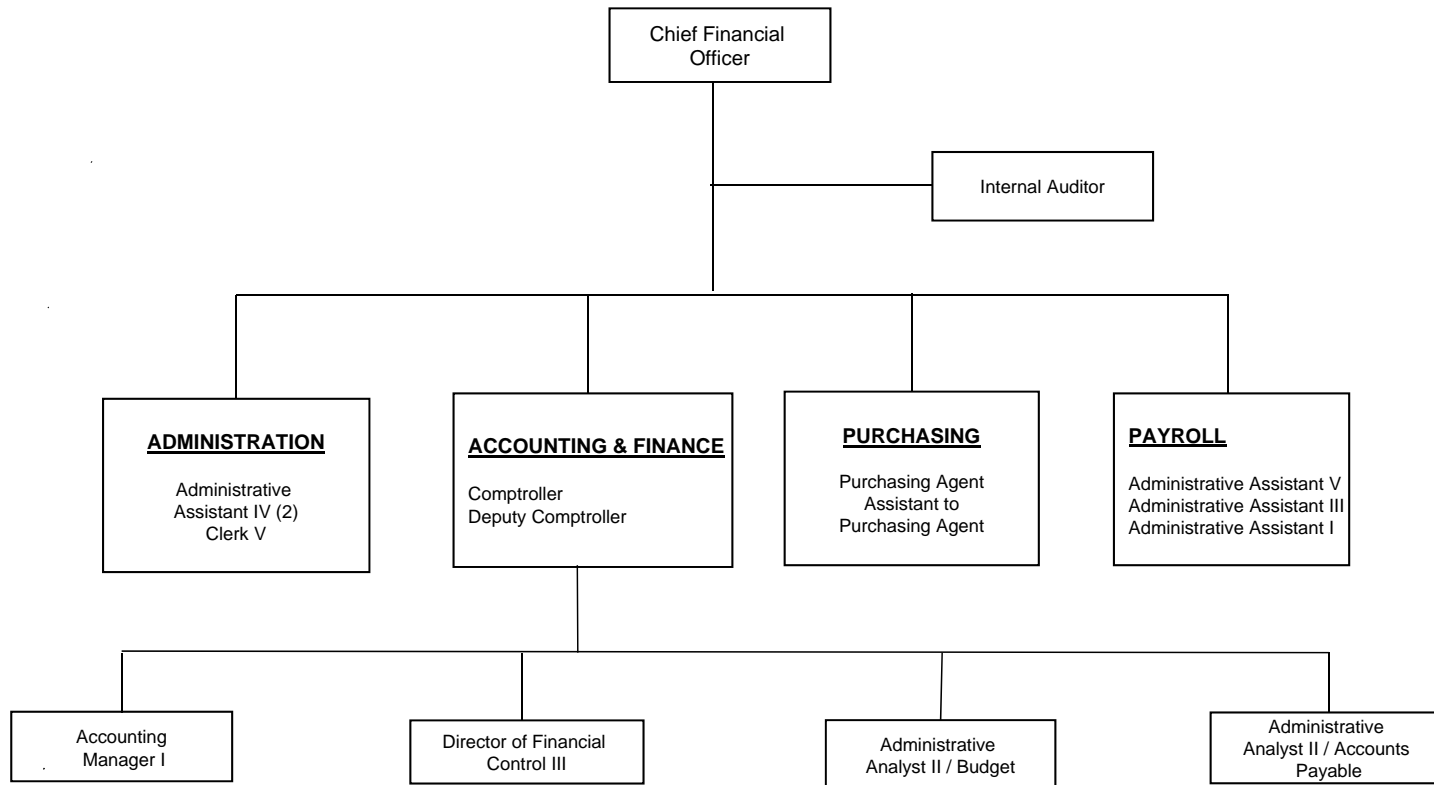
FINANCE AND ADMINISTRATION 2011 ACCOMPLISHMENTS

- Received third consecutive Certificate of Achievement for Excellence in Financial Reporting for Comprehensive Annual Financial Reports
- Posted all Contracts and RFP's on website
- Implemented POS System at all the District's recreational facilities
- Implemented distribution of monthly balances to each department head
- Participated in Countywide Expo hosted by Cook County Purchasing Department

FINANCE AND ADMINISTRATION 2012 GOALS

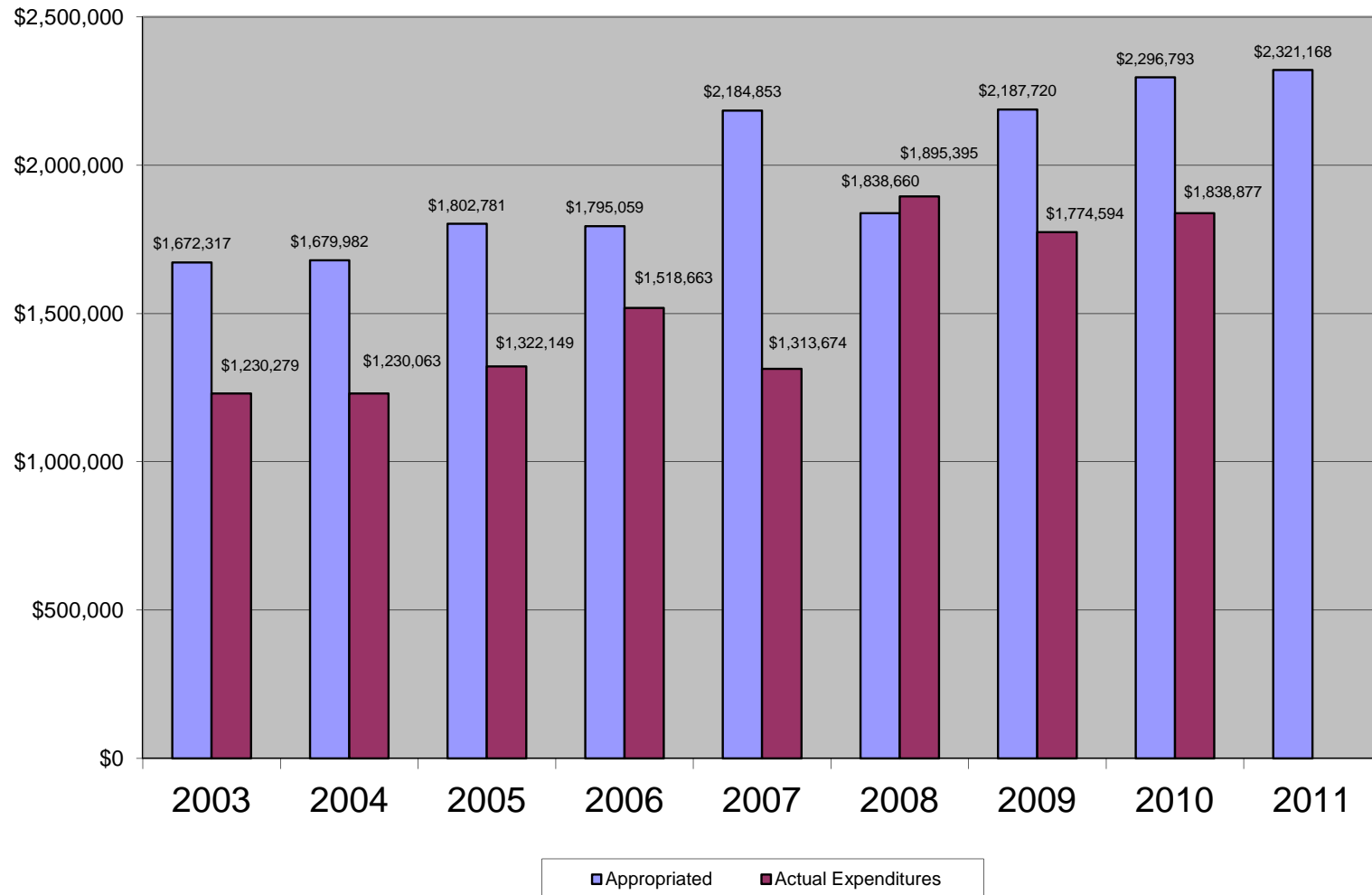
- Implement an automated timekeeping system
- Implement and Upgrade and standardize District-wide cash management system
- Conduct training classes for all department supervisors on District payment and purchasing procedures
- Restructure annual budget document
- Analyze feasibility of bond refinance and issuance
- Establish new guidelines for internal Audit procedures
- Research potential solutions to ensure future solvency of Annuity and Benefit (pension) Fund

Finance and Administration



Budgeted Number of Positions 16

Finance & Administration: Appropriated vs. Actual Expenditures By Fiscal Year



20 - FINANCE AND ADMINISTRATION

JOB CODE	TITLE	GR	2011 APPROPRIATION		2012 RECOMMENDATION	
			TOTAL FTE	TOTAL SALARIES	TOTAL FTE	TOTAL SALARIES
0120	Chief Financial Officer	24	1	\$131,976	1	\$139,000
2501	Comptroller	24	1	\$111,611	1	\$111,611
1043	Director of Human Resources	24	1	\$103,291	0	\$0
2504	Purchasing Agent	24	1	\$105,512	1	\$105,512
2478	Deputy Comptroller	22	1	\$93,989	1	\$93,989
2519	Accounting Manager I	22	1	\$93,550	1	\$93,550
0112	Director of Financial Control III	22	1	\$94,942	1	\$94,942
2294	Grant Administrator	22	1	\$74,058	0	\$0
0051	Admin. Asst. V	20	1	\$74,058	1	\$74,058
0292	Administrative Analyst II	19	2	\$144,213	2	\$144,213
1211	Assistant to Purchasing Agent	19	1	\$70,612	1	\$70,612
4300	Internal Auditor	18	1	\$53,408	1	\$55,940
0050	Admin. Asst. IV	18	3	\$188,525	2	\$128,873
0048	Administrative Assistant III	16	3	\$168,908	1	\$57,029
0046	Administrative Assistant I	12	1	\$42,203	1	\$42,203
0907	Clerk V	11	1	\$39,809	1	\$39,790
Personnel Total			21	\$1,590,665	16	\$1,293,525
Vacancy/Turnover Adjustment				\$0		\$0
Personnel Total Wages				\$1,590,665		\$1,293,525

Finance and Administration Guide to Key Changes 2011 – 2012:

Changes due to Desk Audit:

Grant Administrator, working in General Office, moved from Finance to General Office budget.

Shakman-related Changes:

Director of Human Resources and Human Resource staff consisting of *Administrative Assistant IV* and *Administrative Assistant III* (2), listed in Finance, reorganized as a new department as part of compliance with Shakman, and following policies established by the Board of Commissioners for the Cook County Bureau of Human Resources.

Structural Changes:

None.

Program Changes:

None.

20 - FINANCE AND ADMINISTRATION

		FY 2011	FY 2012	DIFFERENCE
ACCT.		DEPARTMENT	DEPARTMENT	INC./
NO.	DESCRIPTION	APPROPRIATION	RECOMMENDATION	(DEC.)
Personnel Services				
610010	Salaries and Wages	\$1,590,665	\$1,293,525	(\$297,140)
610012	Hospital Insurance	\$340,485	\$266,674	(\$73,811)
610013	Life Insurance	\$4,091	\$3,144	(\$947)
610014	Dental Care Plan	\$10,458	\$8,092	(\$2,366)
610015	Vision Plan	\$3,557	\$2,752	(\$805)
610016	Appropriation Adjustment for Personnel Services	\$111,346	\$90,546.74	(\$20,799)
650066	Medicare Payments	\$23,065	\$18,756	(\$4,309)
	Total Personnel Services	\$2,083,667	\$1,683,490	(\$400,177)
Professional Contractual Services				
620020	Annual Reports/Audit	\$145,000	\$100,000	(\$45,000)
620090	Other Professional Services	\$25,000	\$10,000	(\$15,000)
620600	Professional Training	\$10,000	\$10,000	\$0
	Total Professional Contractual Services	\$180,000	\$120,000	(\$60,000)
Material & Supplies				
630010	Office Supplies	\$0	\$10,000	\$10,000
630020	Computer Supplies	\$20,000	\$5,000	(\$15,000)
640300	Telephone Service	\$7,500	\$0	(\$7,500)
	Total Material & Supplies	\$27,500	\$15,000	(\$12,500)
Equipment & Fixtures				
660010	Office Equipment & Furniture	\$15,000	\$0	(\$15,000)
660210	Other Material and Supplies	\$5,000	\$3,000	(\$2,000)
	Total Equipment & Fixtures	\$20,000	\$3,000	(\$17,000)
Other Employee Expenses				
690016	Transportation & Travel Expense	\$7,000	\$8,000	\$1,000
690030	Dues & Subscriptions	\$3,000	\$3,500	\$500
	Total Employee Expenses	\$10,000	\$11,500	\$1,500
DEPARTMENT TOTAL		\$2,321,168	\$1,832,990	(\$488,177)

HUMAN RESOURCES

Mission: To develop and maintain a high functioning workforce through strategic, flexible, progressive and cost-effective human resource systems linked to the strategic goals of the District.



HUMAN RESOURCES

Human Resources is comprised of the following functional areas:

- Personnel Services
- Employee/Staff Support

Personnel Services:

- Establishes human resources policies and procedures.
- Analyzes personnel needs and recommends staffing.
- Recruits, tests and selects new employees.
- Processes all new hires, promotions, transfers and terminations of District staff.
- Classifies all positions.
- Establishes compensation standards and adjustments.
- Maintains employee records and files.
- Implements human resource systems.
- Implements equal employment opportunity practices.
- Analyzes and recommends employee benefits.
- Administers labor contracts and relations.
- Administers disciplinary procedures and staff separation.
- Manages workers compensation procedures.
- Performs internal investigations and compliance reviews.

Employee/Staff Support:

- Assesses organizational goals and individual development needs.
- Implements and maintains training and development programs.
- Administers, maintains and assesses department performance evaluation system to ensure that employee performance is appropriately focused on the accomplishment of the District's major goals and objectives.
- Coordinates programs to recognize and reinforce outstanding employee service and performance.
- Interprets and communicates District policies.
- Encourages appropriate employee workplace relationships, behavior and performance.
- Provides opportunities for employees to participate in a variety of special programs including charitable, civic and social activities.

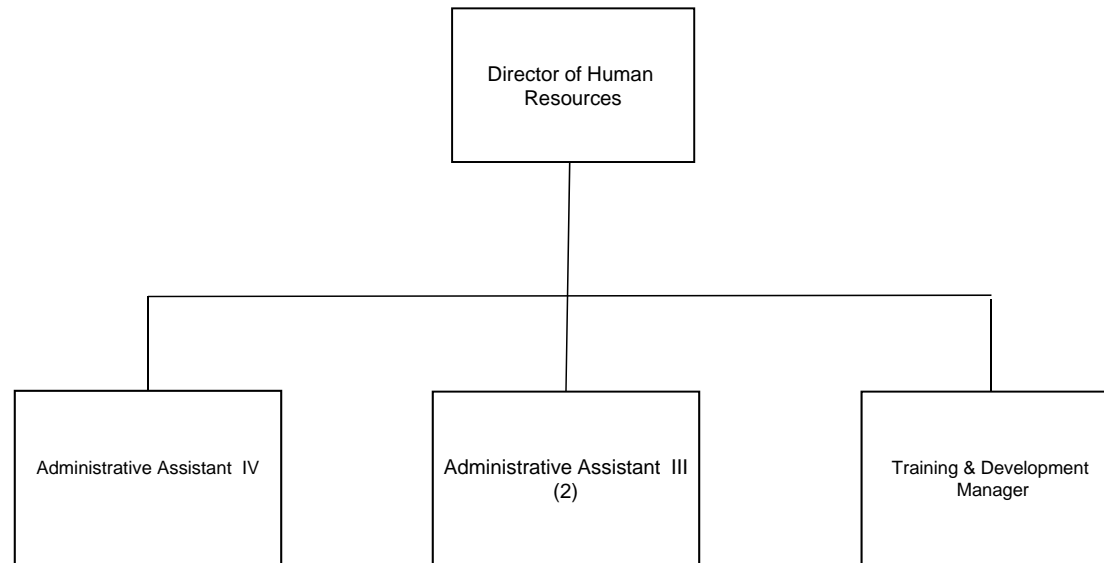
HUMAN RESOURCES 2011 ACCOMPLISHMENTS

- Created and implemented a more transparent and accountable Human Resource function for the District employees
- Implemented policies and procedures to ensure a fair and consistent hiring process
- Collaborated with the Legal Department to successfully create an Employment Plan as required per the 2009 Supplemental Relief Order
- Implemented the first training program for summer hires in recent years
- Conducted the first Desk Audit of all District employees and coordinated a plan for implementation and recommendations contained therein

HUMAN RESOURCES 2012 GOALS

- Create a separate Human Resource Department to address employee needs and concerns
- Continue to foster an inviting and responsive Human Resources environment
- Develop a comprehensive training program for employees
- Implement Performance Management System

Human Resources



Budgeted Number of Positions 7

22 - HUMAN RESOURCES

JOB CODE	TITLE	GR	2011 APPROPRIATION		2012 RECOMMENDATION	
			TOTAL FTE	TOTAL SALARIES	TOTAL FTE	TOTAL SALARIES
1043	Director of Human Resources	24	0	\$0	1	\$103,291
9999	Training & Development Manager	21	0	\$0	1	\$67,496
0050	Admin. Asst. IV	18	0	\$0	1	\$65,738
0048	Administrative Assistant III	16	0	\$0	2	\$112,391
	Full Time Personnel Total		0	\$0	5	\$236,525
	Vacancy/Turnover Adjustment			\$0		(\$2,365)
	Net FT Personnel Total			\$0		\$234,160
Part-Time/Seasonal Personnel						
9999	Interns		0	\$0	3.8	\$80,000
	Seasonal / Part Time Personnel Total		0	\$0	3.8	\$80,000
	Vacancy/Turnover Adjustment			\$0		(\$1,200)
	Net PT Personnel Total		0	\$0	3.8	\$78,800
	Personnel Total		0	\$0	9	\$312,960

Human Resources Guide to Key Changes 2011 – 2012:

Changes due to Desk Audit:

None.

Shakman-related Changes:

Director of Human Resources and Human Resource staff consisting of *Administrative Assistant IV* and *Administrative Assistant III* (2), listed in Finance, reorganized as a new department as part of compliance with Shakman, and following policies established by the Board of Commissioners for the Cook County Bureau of Human Resources.

Structural Changes:

Training and Development Manager, formerly titled Safety and Training Coordinator and working in Resource Management, moved to Human Resources to create and implement a broader training program for basic skills, employee development, cross-training, and advanced skills training.

Program Changes:

New Intern Program initiated to provide needed program support and an opportunity for students to learn about conservation and the Forest Preserves. The part-time, temporary students will equal 3.8 FTE.

***Part-Time & Seasonal FTE are listed as Full Time Equivalent= (10 Actual Seasonal Employees)**

22 - HUMAN RESOURCES

ACCT. NO.	DESCRIPTION	FY 2012	FY 2012	DIFFERENCE
		DEPARTMENT APPROPRIATION	DEPARTMENT RECOMMENDATION	INC./ (DEC.)
	Personnel Services			
610010	Salaries and Wages (Full Time)	\$0	\$234,160	\$234,160
	Salaries and Wages (Part Time)	\$0	\$78,800	\$78,800
610012	Hospital Insurance	\$0	\$83,336	\$83,336
610013	Life Insurance	\$0	\$982	\$982
610014	Dental Care Plan	\$0	\$2,529	\$2,529
610015	Vision Plan	\$0	\$860	\$860
610016	Appropriation Adjustment for Personnel Services	\$0	\$16,391	\$16,391
650066	Medicare Payments	\$0	\$3,395	\$3,395
	Total Personnel Services	\$0	\$420,453	\$420,453
	Professional Contractual Services			
620090	Other Professional Services	\$0	\$109,000	\$109,000
620310	Printing	\$0	\$10,000	\$10,000
620600	Professional Training	\$0	\$5,000	\$5,000
	Total Professional Contractual Services	\$0	\$124,000	\$124,000
	Material & Supplies			
630200	ID Cards and Film	\$0	\$20,000	\$20,000
	Total Material & Supplies	\$0	\$20,000	\$20,000
	Equipment & Fixtures			
660210	Other Material and Supplies	\$0	\$9,040	\$9,040
	Total Equipment & Fixtures	\$0	\$9,040	\$9,040
	Other Employee Expenses			
690016	Transportation & Travel Expense	\$0	\$1,000	\$1,000
690030	Dues & Subscription	\$0	\$1,000	\$1,000
	Total Employee Expenses	\$0	\$2,000	\$2,000
	DEPARTMENT TOTAL	\$0	\$575,493	\$575,493

RESOURCE MANAGEMENT

Mission: To protect, restore and preserve the biodiversity and beauty of the natural communities of the District as nearly as may be in their natural condition, for the education, pleasure and recreation of the public



RESOURCE MANAGEMENT

Resource Management is comprised of the following functional areas:

- Resource Ecology
- Education
- Fisheries
- Wildlife
- Safety and Training
- Trails Management
- Resource Management Crews

Resource Ecology:

- Provides professional support and guidance to District staff and volunteer stewards.
- Conducts research studies.
- Develops habitat management plans.
- Evaluates the impact projects will have on District holdings.

Education:

- Operates six (6) nature centers that inform visitors about the values of the natural habitat.
- Produces exhibits, special programs, displays and self-guiding trails to demonstrate the management and restoration of native communities.
- Coordinates school programs, teacher training, seasonal special events, cross country ski programs and other activities to enhance public enjoyment and appreciation of the District and generate support for District management.
- Supervises production and distribution of educational materials for the District.
- Provides public information regarding locations, directions, activities, educational programs, etc.
- Provides brochures, maps and other informational materials.
- Responds to complaints.

Fisheries:

- Provides professional lake management for recreational fishing on over forty (40) lakes throughout the county.
- Conducts lake management studies regarding aquatic population evaluations, water chemical analyses, and growth and reproductive rates.
- Implements nuisance aquatic weed control, fish stocking, erosion control and fish propagation.

Wildlife:

- Works in conjunction with other government agencies, researchers and universities to understand human/animal relationships in disease transmittal and control.
- Works with the Illinois Department of Natural Resources on white-tailed deer and Canadian geese management.
- Works with Resource Ecology on habitat improvements and policy.

Safety and Training:

- Creates a better-educated and more efficient District workforce at the District by providing training for District staff including Certified Arborist classes; maintenance procedures for chain saws, brush chippers, tractors and mowers; prescribe burning certification; pesticide use; first-aid; and plant identification.

Trails Management:

- Inspects, maintains and recommends improvements for approximately three hundred (300) miles of paved and unpaved multi-use trails throughout the county.
- Attends meetings with members of the Trails Committee.
- Interacts with different trail user groups.
- Conducts trail work improvement projects with volunteers.

Resource Management Crews

- Implements "Best Management Practices" on District holdings which includes: prescribed burns, removal and herbicide of invasive plants and planting of native plants.
- Performs stream cleanup on major waterways throughout the District.
- Assists volunteers conducting habitat enhancement projects throughout the District.
- Assists with implementing the District's Restoration Intern Program.
- Responds to public inquiries regarding hazardous vegetation along roadways, picnic areas, and District holdings adjacent to residential properties.
- Provides in-kind services as a match for various grants received by the District.
- Conducts surveys and collaborates with state and federal agencies to control forest pests such as Emerald Ash Borer, Asian Longhorned Beetle and Gypsy Moth.

RESOURCE MANAGEMENT 2011 ACCOMPLISHMENTS

- Hosted three (3) Illinois High School Association (IHSA) Sectional Bass Fishing Tournaments on District lakes. This included 34 local high schools that entered 63 boat teams with 202 participants and coaches.
- Participated in the International Society of Arboriculture annual conference that included presenting a poster on the District and conducting a field tour of District holdings for conference attendees.
- Conducted Mighty Acorns Program involving 32 schools and over 3,900 students during the 2011-2012 school year.
- Collaborated on "Leave No Child Inside" campaign, including special programs at nature centers, and other education and training programs.
- Sponsored special events at District nature centers included Maple Days, Earth Day (2), International Migratory Bird Day (2), Hummingbird Festival, Art Fair, Fall Festival, Archaeology Day and Settler's Day.
- Integrated Teens/High School program from Volunteer Resources into Resource Management Education section.
- Represented the District on the Chicago Wilderness Education Team and co-hosted two member workshops.
- Projected general on-site attendance at the District's six Nature Centers will be 480,000 by years end.
- Conducted new "Gateway/Leave No Child Inside" event at all six District nature centers.
- Projected staff, off-site outreach program attendance will be 15,000.
- Represented the District at key events including the 6th Annual Live Healthy at Daley Plaza, the Millennium Park Family Fun Tent and the Fishing Buddies Kids Day.
- Employed one hundred-eleven (111) ISA certified arborists, the largest membership of Certified Arborists by the ISA in the state of Illinois.
- Cooperated with the Illinois Department of Agriculture and USDA-APHIS in the Emerald Ash Borer survey program. Assisted USDA-APHIS with the survey for the Chinese Longhorned Beetle.
- Cooperated with the City of Chicago Department of Environment to assist Chicago Green Corp with training opportunities and work planning on District properties.
- Provided training to District staff on the following subjects including but not limited to: First-Aid/CPR, Chainsaw training class, Fall Protection, Defensive Driving Course and Environmental Education classes for arborist recertification.
- Provided training to Audubon Interns regarding chainsaw safety and operation, herbicide application and prescription burning.
- Certified over two-hundred and fifty (250) staff and volunteers from the various Chicago Wilderness agencies to participate in prescription burns by providing instruction in Chicago Wilderness Prescription Burn Crew Member workshops.
- Addressed over 575 work order requests that were directed to the Department of Resource Management.
- Implemented a variety of restoration activities including removal and herbiciding of invasive plants. Crews also conducted prescribed burns on District holdings.
- Staff assisted other District departments with District sponsored events.
- Assisted various Cook County agencies with emergency response, hazardous tree removal and debris clean-up.

- Conducted stream cleanups on the North Branch of the Chicago River and Thorn Creek.
- Participated in the Emerald Ash Borer Readiness Committee that also included staff from the USDA, IDNR, IDA, the Morton Arboretum and local municipalities.
- Certified two instructors to teach CPR/First-Aid to District staff through the National Safety Council.
- Employed 9 staff members certified as Prescribed Burn Managers through the Illinois Department of Natural Resources.
- Assisted Mayor Daley's Nature and Wildlife committee with the update of the Nature and Wildlife Plan.
- Worked with Chicago Wilderness agencies to create a Community Wildfire Protection Plan for the Forest Preserve District and its surrounding communities.
- Conducted prescribed burns on a total of approximately 2,837 acres (fall 2010, 1,287 acres, spring, 2011, 1,550 acres).
- Detected and monitored zoonosis, including West Nile, avian influenza, *ehrlichia* and rabies.
- Conducted general flora and fauna studies to detect develop a baseline data set to determine the Floristic Quality Index (FQI) of District natural areas.
- Conducted wildlife studies including coyote, beaver, deer, skunk, raccoon, bat, and animal human interactions.
- Mowed all 210 miles of multi-use trail, widened 45 miles of multi-use trail and 35 miles of paved trail corridor shoulders.
- Installed thirteen (13) culvert pipes, along District trails and repaired numerous trail wash-outs, throughout the District's trail system.
- Responded to and addressed over 85 public complaints.
- Logged 785 hours of service by trail, volunteer groups.
- Helped develop, organize and run the third annual Youth Conservation Conference (YCC) including a one week intensive training at three (3) FPD sites for 15 urban youths.
- Arranged for the removal of shoreline vegetation on thirty (30) District lakes and 3 Nature Center lakes to enhance fishing opportunities for Cook County citizens.
- Responded to thirty one (31) media inquiries from local newspapers, radio and television stations regarding fishing opportunities within the District.
- Conducted ten (10) fisheries inventory/lake surveys on District lakes and ponds to study fish populations and water quality.
- Conducted eighteen (18) aquatic vegetation checks on 16 lakes and treated 10 of those lakes with herbicides.
- Conducted nine (9) Fisheries/Fishing programs for the public, attended by approximately 200 individuals of all ages.
- Conducted two (2) Advanced Aquatic Ecology workshops attended by 120 high school students and 2 teachers.
- Distributed District literature to approximately 15,000 individuals at outdoor shows at Rosemont Convention Center and Tinley Park High School.
- Conducted 16th Annual Tampier Lake Walleye Propagation Program resulting in a greatly increased hatch rate, a two fold increase in fingerlings stocked, and an additional 6,000 fingerlings stocked.

- Stocked the following additional species in District lakes:

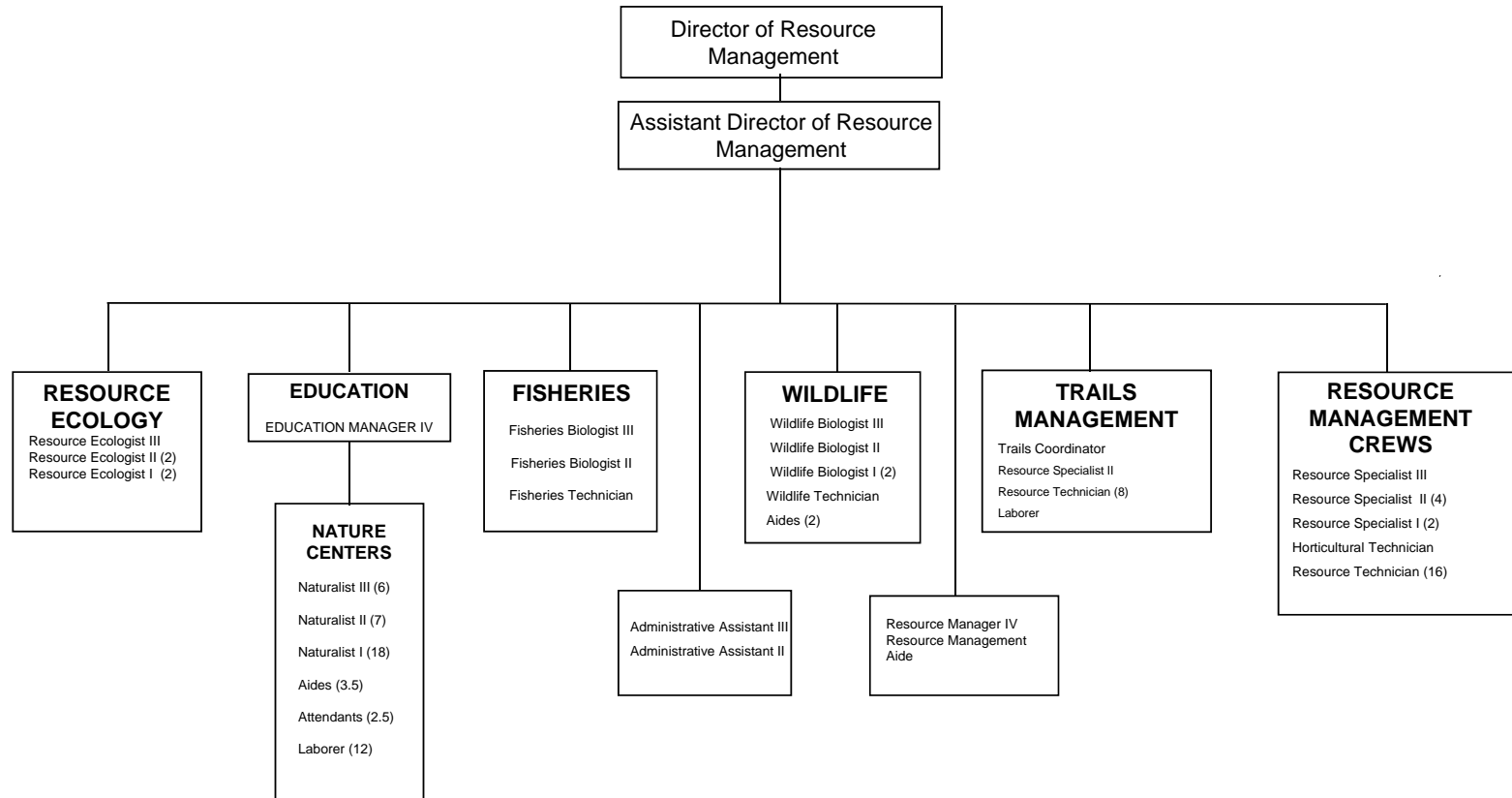
Walleye	6,000	1 lake
Smallmouth Bass	3,000	2 lakes
Largemouth Bass	661	1 lake
Northern Pike	3,294	5 lakes
Channel Catfish	15,844	5 lakes
Muskellunge	860	1 lake
Rainbow Trout	13,000	6 lakes
Bluegill/Sunfish Hybrid	3,000	3 lakes

- Monitored and expanded the District's monofilament recycling program to includes fifteen (15) fishing lakes and 90 monofilament recycling receptacles. Modified bins to protect certain cavity nesting species from attempting to nest in the bins and become entangled in fishing line. Increased cleaning and monitoring of the recycling bins by District staff and volunteers from the Bird Conservation Network.
- Assisted the University of Notre Dame with water sampling on District fishing lakes to check for eDNA as part of the statewide Asian Carp Monitoring Program.
- Helped organize the second annual "Kids' Fest" at Wampum Lake, in Lansing, with John Kidd's Fishin' Buddies organization a two-day event promoting outdoor activities for all ages in the Forest Preserves attended by 800 individuals.
- Stocked and monitored the newly reconstructed Tuma Lake.

RESOURCE MANAGEMENT 2012 GOALS

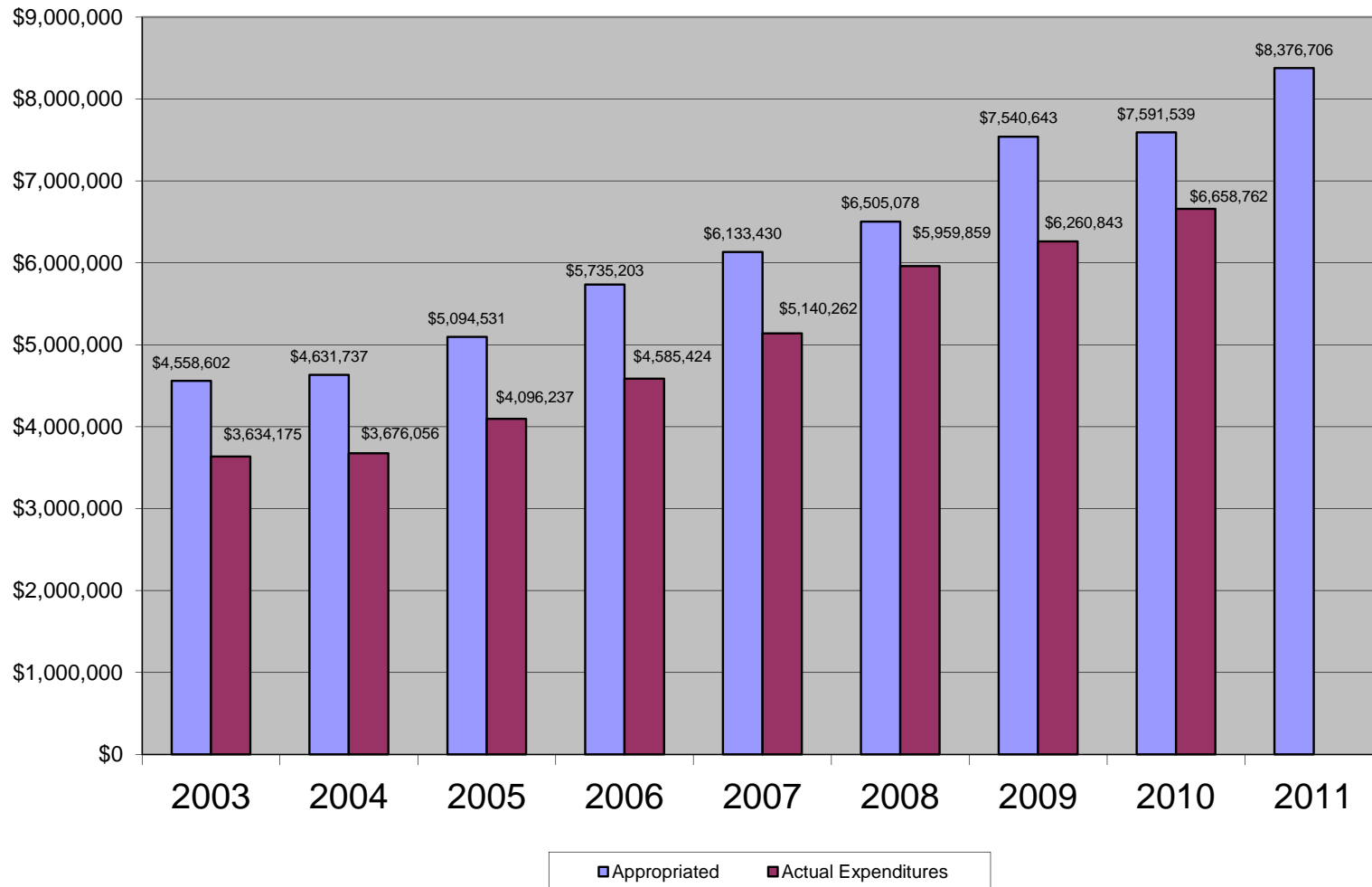
- Continue to work with state, federal and other conservation agencies and develop new partnerships.
- Continue to implement and expand in-service training programs for District staff and volunteers, including: pesticide use, fire management certification, Arborist certification, interpretative guide's certification, safe/appropriate use and maintenance of equipment and First Aide/CPR.
- Improve and expand environmental education and outreach programs such as the "Mighty Acorns", "Preserve Keeper's Teens" Program and "Leave No Child Inside".
- Enhance and expand educational offerings to schools, especially junior high and middle schools and community groups, to meet Illinois Learning Standards and school district learning objectives.
- Increase public attendance at the District's nature centers by offering diverse programming, evaluating and updating special events and increasing promotional efforts.
- Update informational displays at all nature centers.
- Expand and enhance staff in-service training in cooperation with Chicago Wilderness and the National Association for Interpretation.
- Work with the U.S. Army Corps of Engineers on large scale wetland restoration projects.
- Continue to collect baseline data on Floristic Quality Indices (FQI) on 50 additional District natural areas.
- Establish baseline fisheries population data on predator versus prey ratios.
- Increase the number of prescription burn crews utilizing staff, volunteers, interns and contractors.
- Reduce the number of trail-related repair complaints through increased staff, faster identification of problem areas and quicker response time to problem areas.
- Increase the number of public visitors to nature centers.
- Increase school outreach programs.
- Continue to work with public health agencies, Cook County Animal Control, Max McGraw Wildlife and the University of Illinois on animal disease vectors and surveillance.
- Begin the lacustrine planimetry project to incorporate GIS mapping into 40 District lake maps.
- Distribute the new District Fishing Guide which incorporates new bathymetric maps of District fishing lakes and ponds.

Resource Management



Budgeted Number of Positions 105

Resource Management: Appropriated vs. Actual Expenditures By Fiscal Year



31 - RESOURCE MANAGEMENT

		2011 APPROPRIATION			2012 RECOMMENDATION	
JOB CODE	TITLE	GR	TOTAL FTE	TOTAL SALARIES	TOTAL FTE	TOTAL SALARIES
Full Time Personnel						
4315	Director	24	1	\$105,851	1	\$105,851
4320	Assistant Director	22	1	\$95,888	1	\$95,888
2477	Special Events Director	21	1	\$85,704	0	\$0
4330	Resource Manager IV	21	1	\$87,427	1	\$87,427
4325	Education Manager IV	21	1	\$87,427	1	\$87,427
4380	Resource Ecologist III	21	1	\$72,459	1	\$67,496
9999	Resource Specialist III	20	0	\$0	1	\$61,393
2544	Naturalist III	19	6	\$431,496	6	\$431,916
4375	Wildlife Biologist III	19	1	\$72,459	1	\$72,459
4365	Fisheries Biologist III	19	1	\$64,436	1	\$67,496
4355	Volunteer Coordinator	19	1	\$70,612	0	\$0
4350	Trails Coordinator	19	1	\$70,612	1	\$71,032
0815	Safety & Training Coordinator III	19	1	\$70,612	0	\$0
4635	Publications Coordinator	18	1	\$66,389	0	\$0
4335	Resource Specialist II	18	5	\$304,098	5	\$308,799
4385	Resource Ecologist II	17	1	\$61,481	2	\$109,067
4370	Wildlife Biologist II	17	1	\$60,882	1	\$60,882
4360	Fisheries Biologist II	17	1	\$62,061	1	\$62,061
2543	Naturalist II	17	7	\$421,113	7	\$421,113
2478	Resource Specialist I	16	2	\$88,625	2	\$88,625
2479	Resource Ecologist I	16	2	\$99,848	2	\$102,380
2467	Horticultural Technician	16	1	\$57,595	1	\$57,595
0048	Administrative Assistant III	16	1	\$57,595	1	\$57,595
2542	Naturalist I	15	20	\$963,198	18	\$896,750
2539	Wildlife Biologist I	15	1	\$52,316	2	\$93,604
2487	Wildlife Technician	14	1	\$42,203	1	\$44,312
9999	Fisheries Technician	14	1	\$38,422	1	\$38,422
0047	Administrative Assistant II	14	1	\$48,657	1	\$48,657
0907	Clerk V	11	1	\$37,523	0	\$0
0906	Clerk IV	9	2	\$59,213	0	\$0
4340	Resource Technician	X	20	\$878,883	24	\$1,054,660
2392	Laborer	X	12	\$460,063	8	\$306,708
Full Time Personnel Total			98	\$5,175,148	92	\$4,970,647
Vacancy/Turnover Adjustment				(\$103,503)		(\$99,413)
Net FT Personnel Total				\$5,071,645		\$4,871,234
Part-Time/Seasonal Personnel						
2494	Nature Center Attendants - \$8.25/hrx1040hrs.		0.5	\$8,580	2.5	\$42,900
4345	Resource Management Aide	X	10	\$208,000	6.5	\$162,240
Seasonal / PT Personnel Total			10.5	\$216,580	9.0	\$205,140
Vacancy/Turnover Adjustment				(\$6,497)		(\$6,154)
Net PT Personnel Total				\$210,083		\$198,986
Personnel Total Wages			108.5	\$5,281,728	101.0	\$5,070,220

Resource Management
Guide to Key Changes 2011 – 2012:

Changes due to Desk Audit:

None.

Shakman-related Changes:

None.

Structural Changes:

Training and Development Manager, formerly titled *Safety and Training Coordinator* and working in Resource Management, moved to Human Resources to create and implement a broader training program for basic skills, employee development, cross-training, and advanced skills training. Position replaced in Resource Management with new *Resource Specialist III*.

Special Events Director moved to Recreation Department to better coordinate with other staff dedicated to bringing new visitors and volunteers to the Forest Preserves.

The Volunteer Resource Department, consisting of *Volunteer Coordinator*, *Naturalist I* (2), *Publications Coordinator*, *Laborer*, *Clerk V* and *Clerk IV* (1), moved to Recreation Department to better coordinate staff dedicated to attracting and educating new visitors and volunteers.

Part-Time/Seasonal Nature Center Attendants and Resource Management Aides reorganized to better serve the department, especially during restoration efforts, reducing total part-time/seasonal staff by 1.5 FTE.

Clerk IV (1), working in Maintenance, moved to Maintenance budget.

Laborers (4) moved to Maintenance, where they can be more efficiently deployed.

Program Changes:

To increase our land restoration efforts and to better comply with requirements related to grants from the Army Corps of Engineers and others, the ecology and restoration staff was increased by adding *Resource Ecologist II*, *Resource Ecologist II* (1), *Wildlife Biologist I* (1) and *Resource Technician* (4).

31 - RESOURCE MANAGEMENT

		FY 2011	FY 2012	DIFFERENCE
ACCT.		DEPARTMENT	DEPARTMENT	INC./
NO.	DESCRIPTION	APPROPRIATION	RECOMMENDATION	(DEC.)
Personnel Services				
610010	Salaries and Wages (Full Time)	\$5,071,645	\$4,871,234	(\$200,411)
610011	Salaries and Wages (Part Time)	\$210,083	\$198,986	(\$11,097)
610012	Hospital Insurance	\$1,588,932	\$1,533,375	(\$55,557)
610013	Life Insurance	\$19,092	\$18,075	(\$1,017)
610014	Dental Care Plan	\$48,802	\$46,530	(\$2,272)
610015	Vision Plan	\$16,599	\$15,826	(\$773)
610016	Appropriation Adjustment for Personnel Services	\$355,015	\$340,986.36	(\$14,029)
650066	Medicare Payments	\$73,539	\$70,633	(\$2,906)
	Total Personnel Services	\$7,383,706	\$7,095,645	(\$288,061)
Professional Contractual Services				
620025	Youth Education Program / Mighty Acorn Program	\$85,000	\$85,000	\$0
620040	General Consulting Services	\$67,000	\$20,000	(\$47,000)
620053	Restoration Intern Program	\$160,000	\$160,000	\$0
620054	Volunteer Advertisement & Promotions	\$20,000	\$0	(\$20,000)
620230	Equipment Repair and Purchase	\$80,000	\$90,000	\$10,000
620235	Certified Arborist Safety Training	\$25,000	\$25,000	\$0
620310	Printing	\$18,000	\$18,000	\$0
620337	Contract Vegetation Management	\$100,000	\$100,000	\$0
	Total Professional Contractual Services	\$555,000	\$498,000	(\$57,000)
Material & Supplies				
630080	Chemical Supplies	\$55,000	\$55,000	\$0
630100	General Forestation Supplies	\$2,000	\$2,000	\$0
630115	Nature Center Supplies	\$75,000	\$100,000	\$25,000
630180	Uniform Services	\$7,000	\$8,000	\$1,000
630330	Volunteer Resources Program	\$35,000	\$0	(\$35,000)
630331	Wildlife Management Program	\$25,000	\$25,000	\$0
630332	Fisheries Management Program	\$27,000	\$27,000	\$0
630333	Resource Ecology Program	\$20,000	\$20,000	\$0
630334	Trails Management Program	\$15,000	\$15,000	\$0
630335	Festivals & Special Programs	\$6,000	\$6,000	\$0
630336	Wildlife Disease Monitoring and Health Studies	\$100,000	\$100,000	\$0
640300	Telephone Service	\$32,000	\$0	(\$32,000)
	Total Material & Supplies	\$399,000	\$358,000	(\$41,000)
Equipment & Fixtures				
660010	Office Equipment & Furniture	\$10,500	\$0	(\$10,500)
660210	Other Materials and Supplies	\$20,000	\$20,000	\$0
	Total Equipment & Fixtures	\$30,500	\$20,000	(\$10,500)
Other Employee Expenses				
690016	Transportation & Travel Expense	\$8,500	\$15,000	\$6,500
DEPARTMENT TOTAL		\$8,376,706	\$7,986,645	(\$390,061)

GENERAL MAINTENANCE

Mission: To repair, service and maintain the recreational areas, buildings, structures, supporting infrastructure of the build environment, motor fleet and other capital facilities throughout the Forest Preserve District.



MAINTENANCE

Maintenance is comprised of the following functional areas:

- General Maintenance (Field Operations)
- Central Garage
- Central Warehouse
- Maintenance Shop

General:

- Directs maintenance activities from General Headquarters and regional facilities including eight (8) operational divisions and five (5) sub-divisions located throughout the county.
- Maintains picnic groves.
- Removes refuse.
- Cleans roadways.
- Maintains District facilities.
- Provides picnic tables.
- Assists in winter sports operations.

Central Garage:

- Maintains and repairs District vehicles and equipment.

Central Warehouse:

- Stocks and provides building and maintenance supplies for all District facilities.

Maintenance Shop:

- Provides workers and coordinates trade workers to maintain District buildings, structures, wells and other facilities.

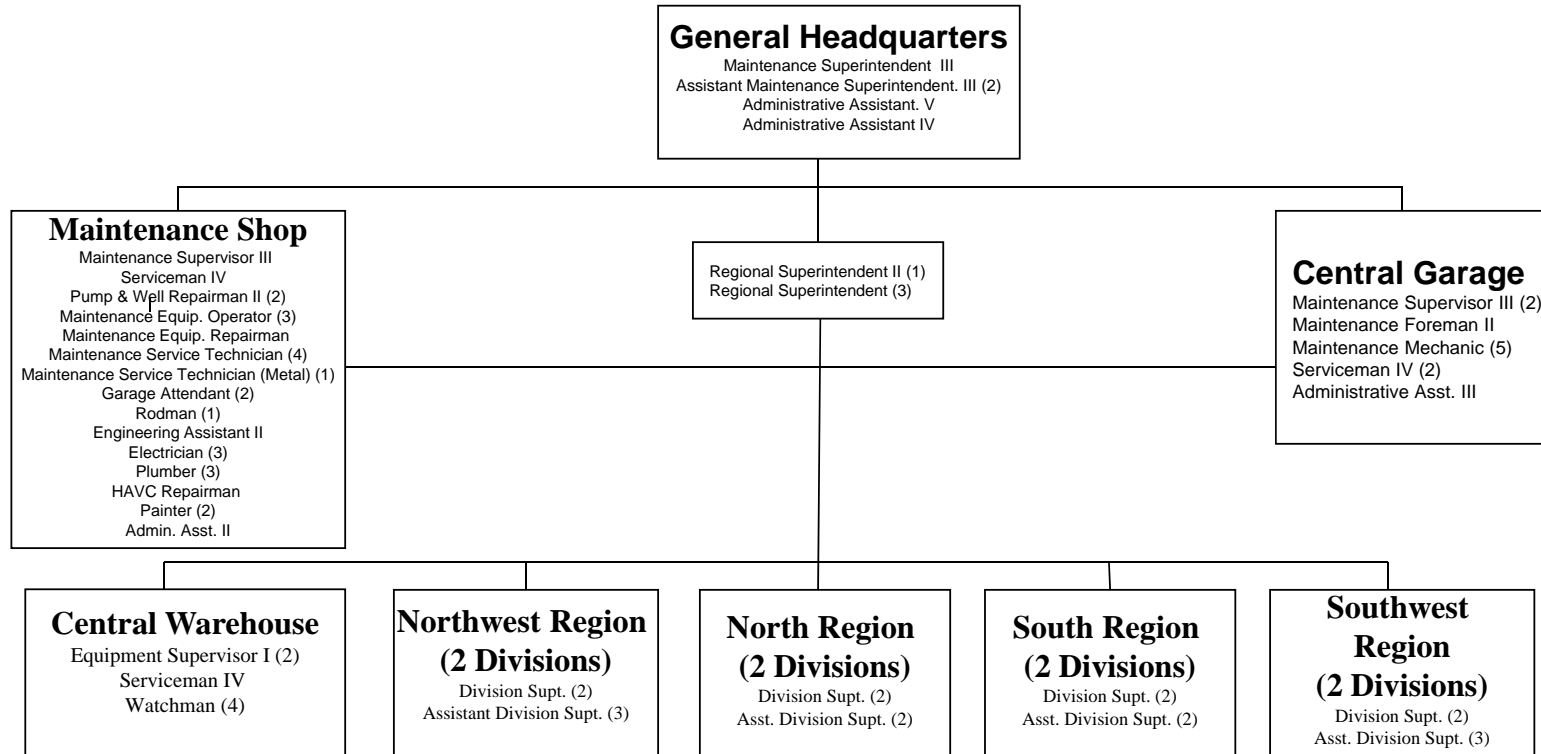
MAINTENANCE 2011 ACCOMPLISHMENTS

- Purchased a digital thermography camera to inspect buildings for insulation deficiencies and/or air infiltration resulting in energy loss.
- Purchased new diagnostic computers and software to expedite repairs on new generation diesel equipment.
- Implemented a 32-point preventative maintenance inspection for all District vehicles to decrease down time and enhance safety of these vehicles.
- Enhanced energy efficiency at District facilities by installing programmable thermostats to reduce energy costs.
- Aligned personnel deployment to provide expanded twelve-hour service to high public use areas.
- Instituted employee recognition program.
- Instituted new inventory control program.

MAINTENANCE 2012 GOALS

- Enhanced comfort station sanitation program to ensure the visiting public has clean restroom facilities.
- Enhanced mowing program to assure that picnic areas are mowed on cyclical basis providing an enjoyable visit for the public.
- To procure a bar code scan system to monitor parts inventory and disbursement of supplies and materials used District wide.
- Expand Veeder Root pilot program to electronically monitor contents of fuel tanks for water contamination and liquid levels to enhance Fuel Master reporting system.
- Provide instruction by factory trained technicians on repair methods for specialized mowing equipment and vehicles.

General Maintenance



***Work location assigned on as needed basis**

*Light Maintenance Equipment Operator (20)

*Serviceman I (12)

*Serviceman II (12)

*Serviceman III (14)

*Laborer (58)

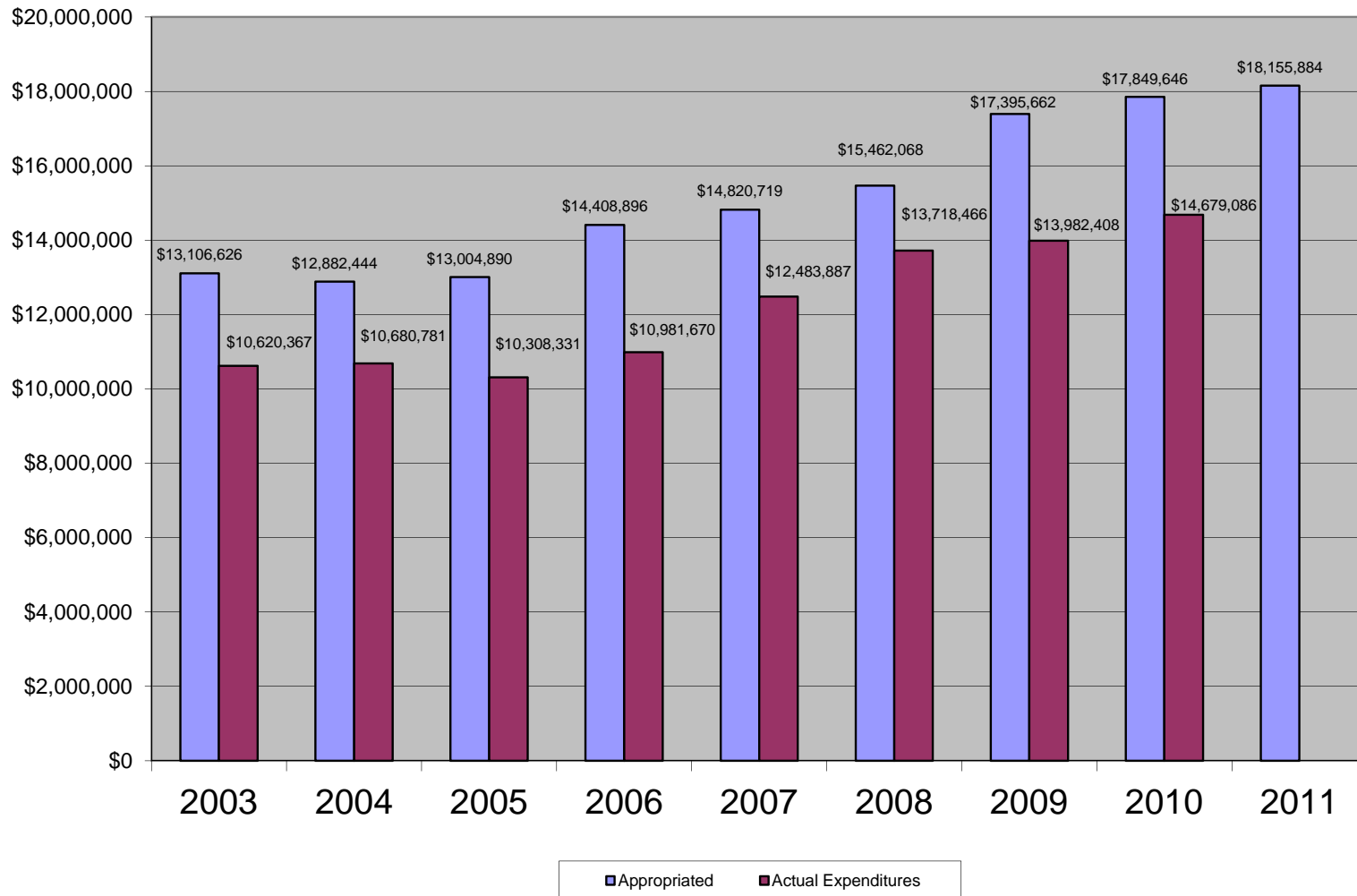
*Clerk V (10)

*Clerk IV (1)

*Seasonal Laborer (30)

Budgeted Number of Positions 229

General Maintenance: Appropriated Expenditures vs. Actual Expenditures By Fiscal Year



51 - GENERAL MAINTENANCE

JOB CODE	TITLE	GR	2011 APPROPRIATION		2012 RECOMENDATION	
			TOTAL FTE	TOTAL SALARIES	TOTAL FTE	TOTAL SALARIES
2577	Maintenance Superintendent III	24	1	\$111,611	1	\$111,611
4768	Assistant Maint. Supt. III	23	2	\$185,004	2	\$181,979
4704	Regional Superintendent II	22	1	\$95,888	1	\$95,888
2508	Regional Superintendent	21	3	\$257,568	3	\$257,568
2581	Maintenance Supervisor III	21	3	\$251,603	3	\$255,295
0051	Administrative Assistant V	20	1	\$78,790	1	\$78,790
2572	Division Superintendent	19	8	\$530,352	8	\$537,197
2588	Equipment Supervisor I	19	1	\$72,459	2	\$128,398
0050	Administrative Assistant IV	18	1	\$66,389	1	\$66,389
2252	Engineering Assistant II	18	0	\$0	1	\$65,738
2571	Asst. Division Supt.	17	8	\$468,661	10	\$569,184
0048	Administrative Assistant III	16	1	\$56,468	2	\$112,407
0047	Administrative Assistant II	14	1	\$50,172	1	\$50,172
2248	Rodman	11	1	\$40,583	1	\$40,583
0907	Clerk V	11	10	\$370,005	10	\$378,344
0906	Clerk IV	9	0		1	\$32,546
2574	Maint. Foreman II Garage	X	1	\$50,213	1	\$50,213
2497	Serviceman IV	X	3	\$150,396	3	\$150,396
2587	Serviceman III	X	13	\$603,262	14	\$649,667
2586	Serviceman II	X	14	\$594,805	12	\$509,833
2585	Serviceman I	X	16	\$658,778	12	\$494,083
2584	Pump & Well Repairman II	X	2	\$93,475	2	\$93,475
2498	Maintenance Mechanic	X	4	\$246,447	5	\$308,058
2590	Maint. Equipment Operator	X	3	\$189,652	3	\$189,652
2591	Maint. Equipment Repairman	X	1	\$49,795	1	\$49,795
4805	Maint. Service Technician	X	4	\$205,171	4	\$205,171
4806	Maint. Service Technician (Metal)	X	1	\$55,567	1	\$55,567
4807	Garage Attendant	X	2	\$92,810	2	\$92,810
2392	Laborer	X	51	\$1,955,267	62	\$2,376,991
2499	Watchman	X	4	\$153,354	4	\$153,354
2397	Light Maint. Equip. Operator	X	23	\$914,175	20	\$794,934
2324	Electrician	X	3	\$252,096	3	\$252,096
2350	Plumber	X	3	\$274,560	3	\$279,240
2352	Plumber Foreman	X	1	\$95,680	0	\$0
2489	HVAC Repairman	X	1	\$84,157	1	\$84,157
2354	Painter	X	2	\$158,080	2	\$158,080
Full Time Personnel Total			194	\$9,513,294	203	\$9,909,665
Vacancy/Turnover Adjustment				(\$332,965)		(\$62,676)
Net FT Personnel Total				\$9,180,329		\$9,846,989
2399	Seasonal Laborer	X	17	\$606,594	30	\$964,040
Seasonal / Part Time Personnel Total			17	\$606,594	30	\$964,040
Vacancy/Turnover Adjustment				(\$30,330)		(\$48,202)
Net PT Personnel Total			17	\$576,264	30	\$915,838
Personnel Total Wages			211	\$9,756,593	233	\$10,762,827

General Maintenance
Guide to Key Changes 2011 – 2012:

Changes due to Desk Audit:

Administrative Assistant III (1), working in Maintenance, moved from General Office to Maintenance budget.

Engineering Assistant II, working in Maintenance, moved from Planning and Development into Maintenance budget.

Seasonal Laborers working in Recreation, totaling 6 FTE, moved to Maintenance budget.

Clerk IV (1), formerly in Resource Management but working in Maintenance, moved to Maintenance budget.

Laborer working in Recreation moved to Maintenance budget.

Shakman-related Changes:

None.

Structural Changes:

Vacant positions (10) in four titles in Maintenance (*Plumber Foreman*, *Light Maintenance Equipment Operator*, *Serviceman I* and *Serviceman II*) replaced by positions (7) in needed titles (*Maintenance Mechanic*, *Equipment Supervisor I*, *Assistant Division Superintendents*, *Clerk IV*, and *Serviceman III*.)

Laborers (4) moved to Maintenance, where they can be more efficiently deployed.

Program Changes:

None.

51 - GENERAL MAINTENANCE

ACCT. NO.	DESCRIPTION	FY 2011 DEPARTMENT APPROPRIATION	FY 2012 DEPARTMENT RECOMMENDATION	DIFFERENCE INC./ (DEC.)
Personnel Services				
610010	Salaries and Wages (Full Time)	\$9,180,329	9,846,989	\$666,660
610011	Salaries and Wages (Part Time)	\$576,264	915,838	\$339,574
610012	Hospital Insurance	\$3,145,436	\$3,383,424	\$237,988
610013	Life Insurance	\$37,795	\$39,883	\$2,089
610014	Dental Care Plan	\$96,608	\$102,669	\$6,062
610015	Vision Plan	\$32,859	\$34,921	\$2,062
610016	Appropriation Adjustment for Personnel Services	\$642,623	689,289	\$46,666
650066	Medicare Payments	\$141,471	156,061	\$14,590
	Total Personnel Services	\$13,853,384	\$15,169,075	\$1,315,690
Professional Contractual Services				
620050	Photographic Service/Supplies	\$0	\$0	\$0
620090	Other Professional Services	\$450,000	\$502,000	\$52,000
620110	Building Services, Supplies, & Mat'l	\$149,000	\$149,000	\$0
620120	Equip. Maint. Services, Supplies & Mat'l	\$497,000	\$550,000	\$53,000
620335	Refuse Disposal	\$218,000	\$218,000	\$0
	Total Professional Contractual Services	\$1,314,000	\$1,419,000	\$105,000
Material & Supplies				
630010	Office Supplies	\$0	\$6,000	\$6,000
630020	Computer Supplies	\$17,000	\$15,000	(\$2,000)
630030	Plumbing/Electrical/Heating	\$95,000	\$105,000	\$10,000
630080	Chemical Supplies	\$52,000	\$129,000	\$77,000
630110	Janitorial Supplies	\$76,000	\$78,000	\$2,000
630170	Propane Gas	\$80,000	\$90,000	\$10,000
630180	Uniforms	\$0	\$36,000	\$36,000
630200	ID Cards and Film	\$5,000	\$0	(\$5,000)
	Total Material & Supplies	\$325,000	\$459,000	\$134,000
Utilities				
640100	Electricity & Natural Gas	\$1,160,000	\$1,160,000	\$0
640170	Gas & Oil for Auto & Equipment	\$1,040,000	\$1,630,000	\$590,000
640300	Telephone Service	\$279,000	\$0	(\$279,000)
640400	Water/Sanitary Services	\$140,000	\$140,000	\$0
	Total Utilities	\$2,619,000	\$2,930,000	\$311,000
Equipment & Fixtures				
660010	Office Equipment and Furniture	\$15,000	\$0	(\$15,000)
660030	Tools Equipment	\$10,000	\$20,000	\$10,000
660040	Vehicle/Equipment Modifications	\$10,000	\$20,000	\$10,000
660210	Other Materials and Supplies	\$2,500	\$1,500	(\$1,000)
	Total Equipment & Fixtures	\$37,500	\$41,500	\$4,000
Other Employee Expenses				
690016	Transportation & Travel Expense	\$2,000	\$4,000	\$2,000
690031	Motor Vehicle Licenses & Registration	\$5,000	\$5,000	\$0
	Total Other Employee Expenses	\$7,000	\$9,000	\$2,000
	Department Total	\$18,155,884	\$20,027,575	\$1,871,690

52- RESIDENT WATCHMEN

The purpose of this department is to allocate revenues collected from the Resident Watchman program to the maintenance and improvements of District Resident Watchmen Facilities.

ACCT.		FY 2011	FY 2012	DIFFERENCE
NO.	DESCRIPTION	DEPARTMENT APPROPRIATION	DEPARTMENT RECOMMENDATION*	INC./ (DEC.)
Revenues				
410003	Operating Transfer	\$500,000	\$200,000	-\$300,000
	Total	\$500,000	\$200,000	-\$300,000
Expenditures				
620150	Res. Watchmen Facilities Contractual Serv.	\$30,000	\$30,000	\$0
620155	Resident Watchmen Bldgs. & Supplies	\$46,000	\$46,000	\$0
670061	Buildings & Facilities	\$424,000	\$124,000	-\$300,000
	Total	\$500,000	\$200,000	-\$300,000
	Net Savings (Loss)	\$0	\$0	\$0

*2012 budget is adjusted to reflect estimated actual revenues / expenses

RECREATION, VOLUNTEER RESOURCES and PERMITS

Mission: To support the Forest Preserve District's mission by connecting Cook County residents with their Preserves through meaningful and diverse special events, volunteer experiences, and permitted recreational activities.



RECREATION, VOLUNTEER RESOURCES, and PERMITS

Recreation, Volunteer Resources, and Permits is comprised of the following functional areas:

- Golf and Concession Management
- Permits and Revenue Collection
- Recreation & Aquatics
- Special Events
- Volunteer Resources

Golf and Concession Management:

- Monitors performance of Billy Casper Golf Management to ensure full compliance with all contractual obligations in the operation of the District's ten (10) golf courses and four (4) driving ranges.
- Monitors the Oak Park Tennis Club, two (2) boat concessions, Aquatic Center concessions and ice cream vendors to ensure contract compliance.

Permits and Revenue Collection:

- Issues all District permits for use of District lands and facilities including picnics, horse riding, dog friendly areas, snowmobiling, camping, soccer and other activities.
- Performs oversight of all permit holders to ensure compliance with District requirements and insurance obligations.
- Coordinates pre-picnic/event and post-picnic/event evaluations with relevant District departments and permits involving compliance with regulations, security deposit forfeiture or legal action if required.
- Works with relevant District departments, the general public and other government entities to develop and implement permit and recreational activities policies and procedures to promote more effective/efficient use of preserves and resources.
- Compiles files and provides information for and from the general public used in the issuance of permits.
- Corresponds with permit holders regarding the status of their requests.
- Maintains the permit reservation system and point of sale system.
- Maintains all data related to Permit and Recreation activities and provides reports as needed.
- Collects documents and reports all revenues from District fees, fines, concessions and special activities.

Recreation & Aquatics:

- Operates three (3) aquatic centers.
- Administers contractual and cooperative agreements to partner with agencies, groups and individuals to provide quality programs for youth, adults and seniors. Programs include canoeing, camping, hiking, backpacking, horseback riding and fishing derbies.

Special Events:

- Supports the portion of the District's mission statement for the purpose of the education, pleasure, and recreation of the public through educational and recreational events produced through collaborative efforts internally and with partner organizations

Volunteer Resources:

- Recruits and supports ecosystem management with assistance from volunteer stewards. It coordinates the Preserve Keepers Corp Program consisting of high school students and citizens who assist the District in maintaining various trails, streams, lakeshores and picnic areas throughout the county.

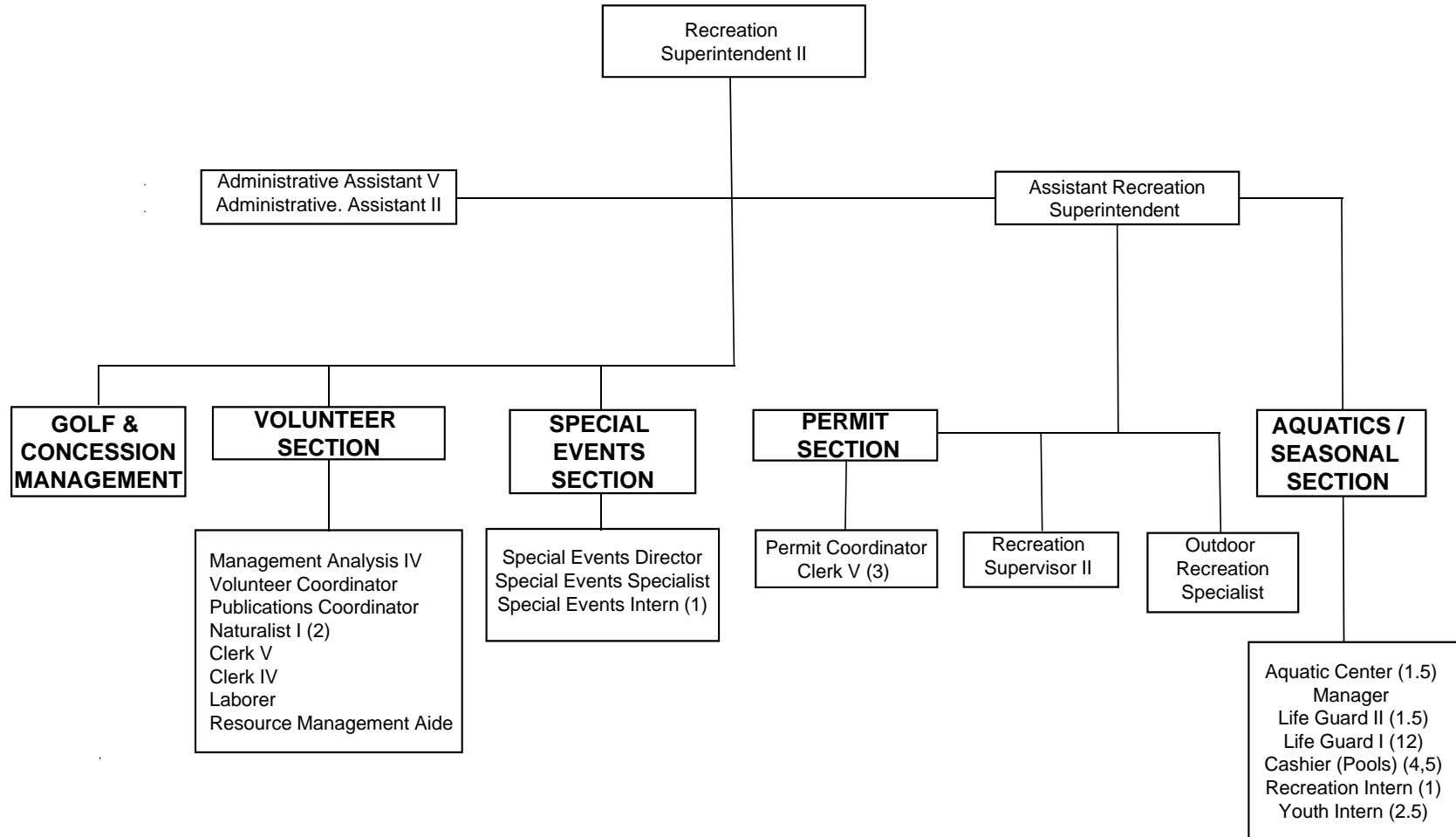
RECREATION, VOLUNTEER RESOURCES and PERMITS 2011 ACCOMPLISHMENTS

- Administered a family and individual seasonal pass policy and structure for our three aquatic centers.
- Revised and updated the swimwear policy
- Reduce aquatic staff overtime by 90% from 2010 season.
- Implemented POS system, at all aquatic centers.
- Developed and implemented training for Aquatic Center seasonal staff
- Developed an Aquatic Center policy and procedures manual
- Continued efforts to revise permit forms for improved understanding of policies, procedures, fees and services provided.
- Continued to implement revisions to the District website for improved understanding of all Department policies, procedures, fees and services provided.
- Continued to monitor, Billy Casper Golf Management to ensure adherence to contractual obligations, working toward improved operational and financial performance. Identified several facility infrastructure projects to be addressed in 2011.

RECREATION, VOLUNTEER RESOURCES and PERMITS 2012 GOALS

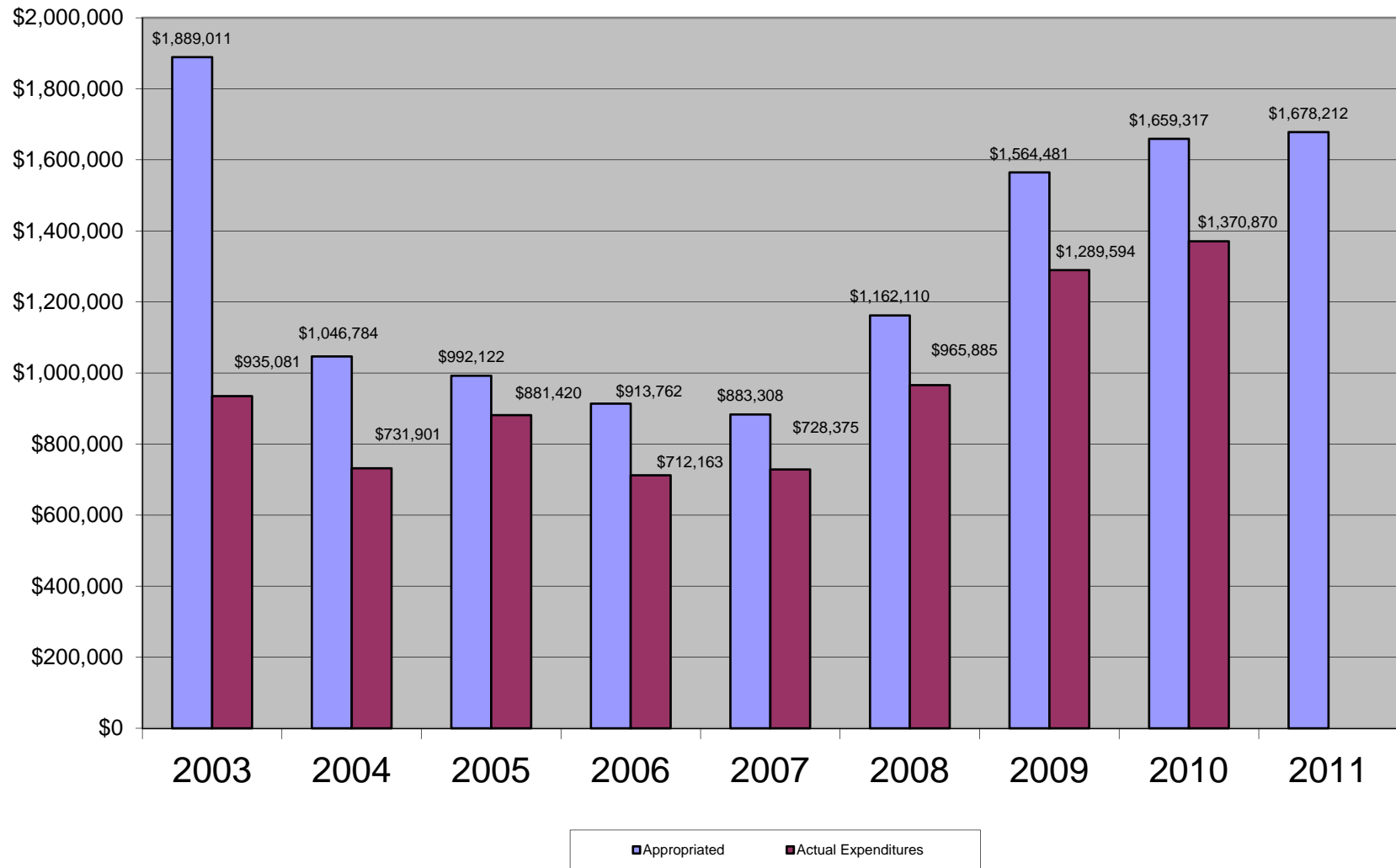
- Implement a recreation software system that will provide class registration, room reservation management, day pass management, point of sale processing, online registration, sports scheduling, donations and scholarship tracking, and electronic funds transfer.
- Partner with District Planning and Development Department to implement a Recreation Master Plan Study.
- Revamp athletic field permit policies and procedures to improve efficiency, grounds maintenance, safety and better use of our facilities to meet the demands of our patrons.
- Improve Customer Service at all levels of our operation through initiation of Secret Shopper program.
- Actively participate in the District's web site redesign to ensure more complete, concise information regarding all aspects of the District.
- Continue to search for concession opportunities that will enhance the District experience as well as provide for additional revenue.
- Collaborate with Billy Casper Golf Management to develop a youth golf program model i.e. "First Tee" program to increase youth and teen exposure to golf.
- Roll-out a pilot program that would involve expanding department permitting function to sites across the County.
- Develop and implement an individual "permit" vending program for mobile concessions.
- Develop and implement a recreation business model.
- Develop and implement an aquatic center party rental program.
- Develop and implement a permitting front desk operations manual.
- Revise Permitting Guidelines manual.
- Increase public awareness and usage of special event venues through marketing and community presence.

Recreation, Volunteer Resources and Permits



Budgeted Number of Positions 45

Recreation, Volunteer Resources and Permits : Appropriated vs. Actual Expenditures By Fiscal Year



54 - RECREATION, VOLUNTEER RESOURCES AND PERMITS

JOB CODE	TITLE	GR	2011 APPROPRIATION		2012 RECOMMENDATION	
			TOTAL FTE	TOTAL SALARIES	TOTAL FTE	TOTAL SALARIES
2482	Recreation Superintendent II	24	1	\$105,851	1	\$105,851
2535	Asst. Recreation Supt.	21	1	\$85,704	1	\$85,704
2477	Special Events Director	20	0	\$0	1	\$78,033
0051	Administrative Assistant V	20	1	\$67,496	1	\$70,716
5201	Recreation Supervisor II	16	1	\$48,657	1	\$44,312
9999	Outdoor Recreation Specialist	15	0	\$0	1	\$41,288
0047	Administrative Assistant II	14	1	\$49,186	1	\$49,186
9999	Special Events Specialist	14	0	\$0	1	\$38,422
<u>PERMIT SECTION</u>						
4630	Permit Coordinator	17	1	\$60,266	1	\$60,882
0907	Clerk V	11	3	\$115,309	3	\$117,104
2392	Laborer	X	1	\$38,339	0	\$0
<u>VOLUNTEER SECTION</u>						
0283	Management Analyst IV	20	0	\$0	1	\$78,033
4355	Volunteer Coordinator	19	0	\$0	1	\$71,032
4635	Publications Coordinator	18	0	\$0	1	\$66,389
2542	Naturalist I	15	0	\$0	2	\$91,266
0907	Clerk V	11	0	\$0	1	\$37,523
0906	Clerk IV	9	0	\$0	1	\$32,546
2392	Laborer	X	0	\$0	1	\$38,339
4345	Resource Management Aide	X	0	\$0	1	\$10,400
Full Time Personnel Total			10	\$570,808	21	\$1,117,027
Vacancy/Turnover Adjustment				(\$8,562)		(\$16,755)
Net FT Personnel Total			10	\$562,246	21	\$1,100,271
<u>AQUATICS / SEASONAL SECTION</u>						
XXXX	Aquatic Center Manager	X	1.5	\$62,400	1.5	\$62,400
2553	Life Guard II	X	1.5	\$43,680	1.5	\$47,880
2552	Life Guard I	X	12.0	\$328,320	12.0	\$328,320
2399	Seasonal Laborer	X	6.0	\$195,312	0.0	\$0
0226	Cashier (Pools)	X	4.5	\$115,596	4.5	\$117,240
9999	Recreation Interns	X	0	\$0	1.0	\$28,800
9999	Special Event Interns	X	0	\$0	1.0	\$28,800
9999	Youth Interns	X	0	\$0	2.5	\$51,200
Seasonal / Part Time Personnel Total			25.5	\$745,308	24.0	\$664,640
Vacancy/Turnover Adjustment				(\$22,359)		(\$19,939)
Net PT Personnel Total			25.5	\$722,949	24.0	\$644,701
Personnel Totals			35.5	\$1,285,195	45.0	\$1,744,972

**Recreation, Volunteers and Permits,
Guide to Key Changes 2011 – 2012:**

Changes due to Desk Audit:

Laborer working in Recreation moved to Maintenance budget.

Shakman-related Changes:

None.

Structural Changes:

Management Analyst IV, formerly in Law, moved to Recreation to create and implement systems and management support for an expanded volunteer program.

Special Events Director moved to Recreation Department to better coordinate with other staff dedicated to bringing new visitors and volunteers to the Forest Preserves.

The Volunteer Resource Department, consisting of *Volunteer Coordinator*, *Naturalist I (2)*, *Publications Coordinator*, *Laborer*, *Clerk V* and *Clerk IV (2)*, moved to Recreation Department to better coordinate staff dedicated to attracting and educating new visitors and volunteers.

Program Changes:

Outdoor Recreation Specialist added to focus on revenue-generating activities.

Special Events Specialist added to support the increased number of events and partnerships achieved in 2011 and expected in 2012.

54 - RECREATION, VOLUNTEER RESOURCES AND PERMITS

ACCT.		FY 2011	FY 2012	DIFFERENCE
NO.	DESCRIPTION	DEPARTMENT APPROPRIATION	DEPARTMENT RECOMMENDATION	INC./ (DEC.)
Personnel Services				
610010	Salaries and Wages (Full Time)	\$562,246	\$1,100,271	\$538,025
610011	Salaries and Wages (Part Time)	\$722,949	\$644,701	(\$78,248)
610012	Hospital Insurance	\$162,136	\$350,009	\$187,873
610013	Life Insurance	\$1,948	\$4,126	\$2,178
610014	Dental Care Plan	\$4,980	\$10,621	\$5,641
610015	Vision Plan	\$1,694	\$3,613	\$1,919
610016	Appropriation Adjustment for Personnel Services	\$39,356	\$77,019	\$37,663
650066	Medicare Payments	\$8,153	\$15,954	\$7,801
	Total Personnel Services	\$1,503,462	\$2,206,314	\$702,852
Professional Contractual Services				
620091	Advertising / Promotion	\$7,500	\$35,500	\$28,000
620309	Permit Services Contract	\$45,000	\$87,500	\$42,500
620310	Printing	\$10,000	\$10,000	\$0
	Total Professional Contractual Services	\$62,500	\$133,000	\$70,500
Material & Supplies				
630010	Office Supplies	\$7,500	\$8,750	\$1,250
630015	Material & Supplies	\$7,500	\$58,500	\$51,000
630030	Plumbing, Electrical, Heating	\$5,000	\$5,000	\$0
630080	Chemicals	\$60,000	\$60,000	\$0
630090	Medical Supplies	\$3,000	\$3,000	\$0
630110	Janitorial Supplies	\$2,500	\$2,500	\$0
630141	Equipment Maintenance Service	\$3,000	\$3,000	\$0
630143	Building Repair Services	\$3,000	\$3,000	\$0
630180	Uniforms	\$9,000	\$13,000	\$4,000
630200	ID Cards and Film	\$6,500	\$8,000	\$1,500
630330	Volunteer Resources Program	\$0	\$52,500	\$52,500
630335	Special Events Programs	\$0	\$140,000	\$140,000
640300	Telephone Service	\$2,000	\$0	(\$2,000)
	Total Material & Supplies	\$109,000	\$357,250	\$248,250
Equipment & Fixtures				
660010	Office Equipment & Furniture	\$2,000	\$0	(\$2,000)
660210	Other Material & Supplies	\$500	\$0	(\$500)
	Total Equipment & Fixtures	\$2,500	\$0	(\$2,500)
Other Employee Expenses				
690016	Transportation & Travel Expense	\$750	\$0	(\$750)
DEPARTMENT TOTAL		\$1,678,212	\$2,696,564	\$1,018,352

LAW ENFORCEMENT

Mission: To uphold and enforce all State, County and Forest Preserve District laws and ordinances in order to serve and protect citizens visiting the Forest Preserves, and protect the property and natural lands of the District.



LAW ENFORCEMENT

Law Enforcement is comprised of the following functional areas:

- Administration
- Patrol
- Internal Affairs

Administration:

- Directs law enforcement operations.
- Oversees patrol and internal affairs functions.

Patrol:

- Enforces federal, state, county and District laws and ordinances.
- Secures and protects over 68,000 acres of Forest Preserve property in Cook County on a 24-hour basis.
- Investigates and prevents crime in preserves.
- Apprehends criminals.
- Provides first aid.
- Locates missing people.
- Assists visitors in many ways.
- Officers cover beats including undeveloped forest preserve land, neighborhood preserves, community centers, aquatic facilities, historical sites, picnic groves and other areas.
- Officers patrol by cars, on foot, bikes, all-terrain vehicles, snowmobiles, boats and other means.

Internal Affairs:

- A Sergeant investigates allegations of misconduct or malfeasance by District officers and recommends disciplinary actions when advisable.

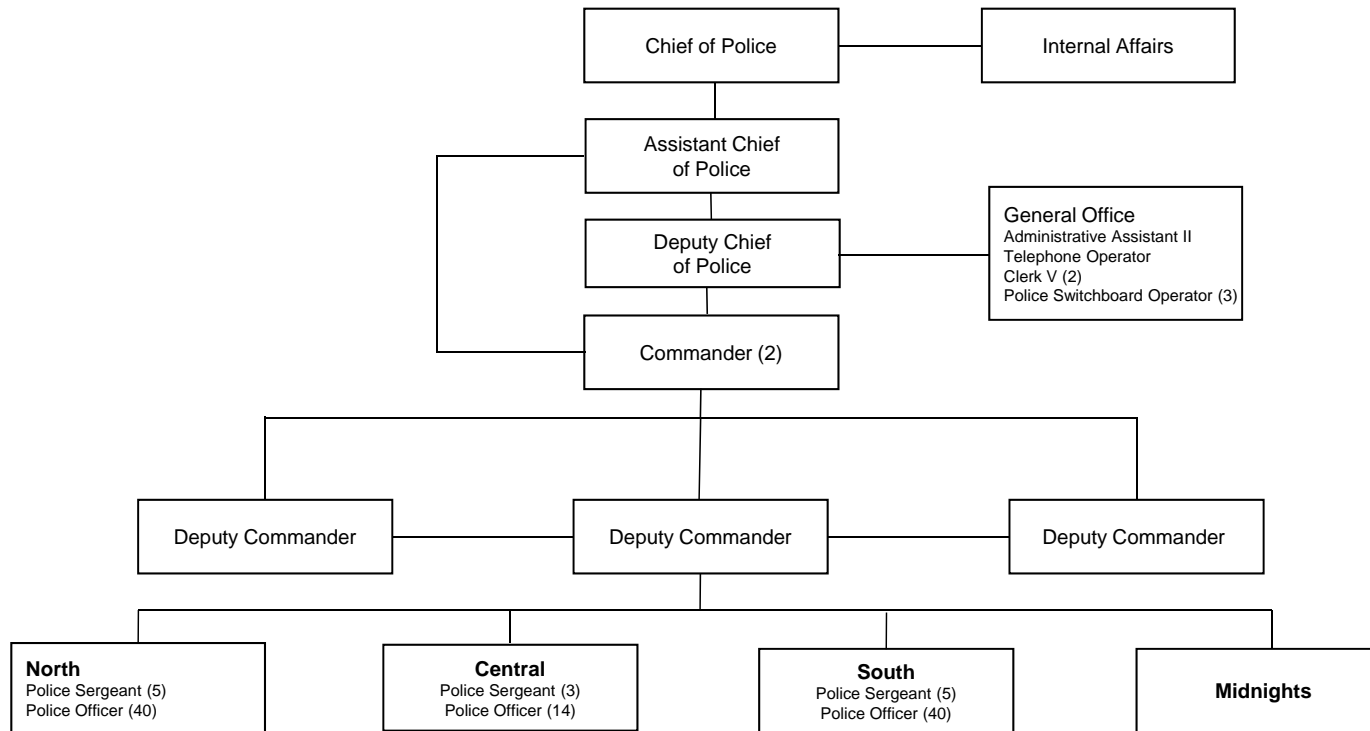
LAW ENFORCEMENT 2011 ACCOMPLISHMENTS

- Fully implemented administrative hearings for ordinance citations.
- Expanded Blackberry Pocket Cop usage for field officers.
- Increased cooperative programs and training with the Illinois Conservation Police.
- Continued to aggressively train officers at NEMERT Association certified classes.
- Upgraded uniforms for easier identification by visitors.

LAW ENFORCEMENT 2012 GOALS

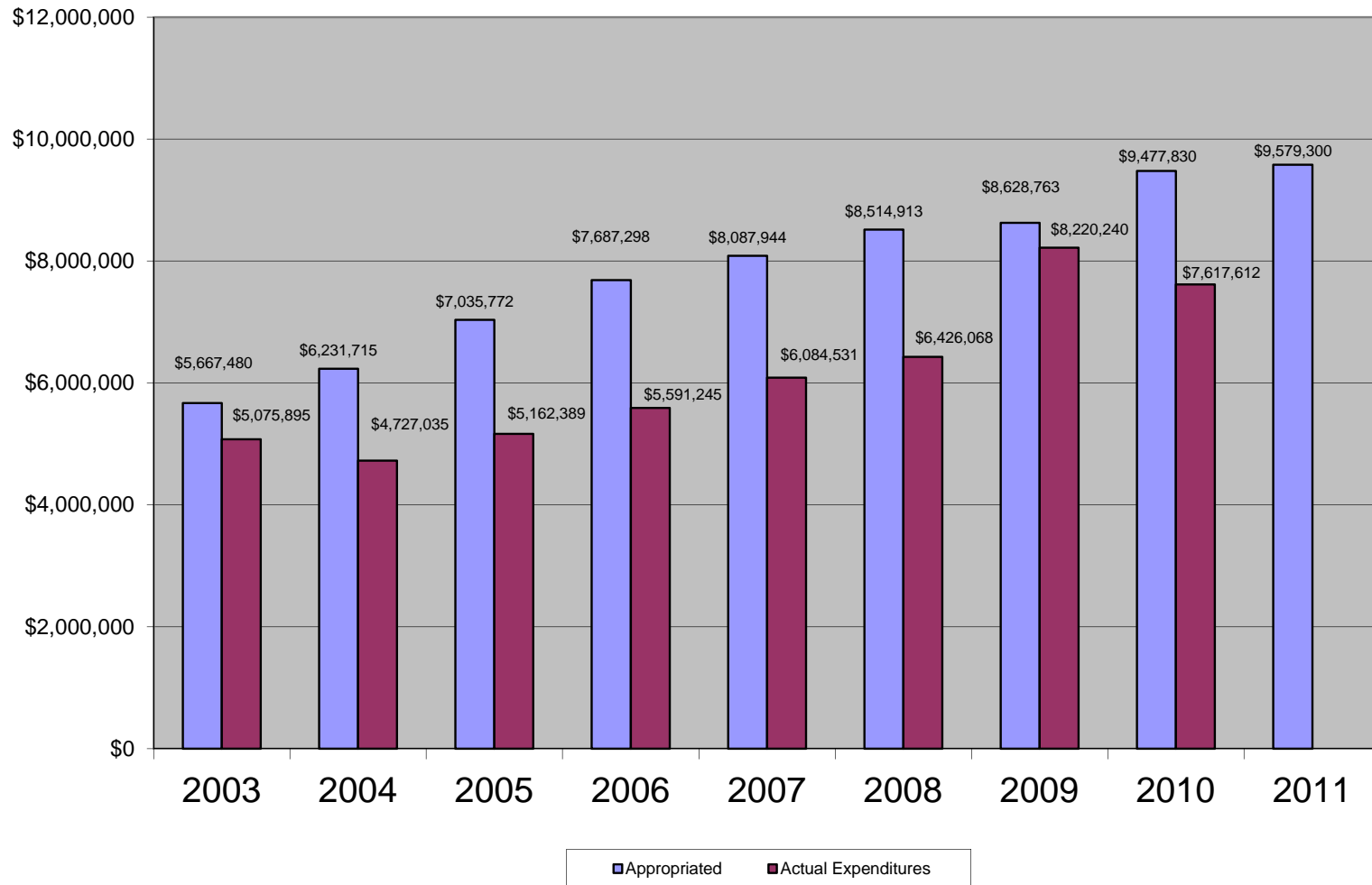
- Train an additional ten (10) bicycle officers for trail patrol
- Hire and train police officers by filling all available vacancies
- Upgrade fleet of patrol vehicles
- Provide in-service training for officers at Nature Centers and with Resource Management
- Upgrade in records technology
- Implement new E Ticket Program
- Continue to increase hand held computer usage
- Expand Emergency Call Box program to more trail locations for the safety of our patrons
- Continue to train officers at N.E.M.R.T. in police tactics and functions
- Upgrade technology at our District stations

Law Enforcement



Budgeted Number of Positions 122

Law Enforcement: Appropriated vs. Actual Expenditures By Fiscal Year



56 - LAW ENFORCEMENT

JOB CODE	TITLE	GR	2011 APPROPRIATION		2012 RECOMMENDATION	
			TOTAL FTE	TOTAL SALARIES	TOTAL FTE	TOTAL SALARIES
2562	Chief of Police	FPD-7	1	\$105,165	1	\$105,165
2596	Assistant Chief of Police	FPD-6	1	\$92,475	1	\$92,475
4660	Deputy Chief of Police	FPD-6	1	\$92,475	1	\$92,475
2597	Police Commander	FPD-5	2	\$144,132	2	\$144,132
2565	Police Deputy Commander	FPD-4	3	\$200,021	3	\$200,021
2566	Police Sergeant	FPD-2	13	\$786,993	13	\$791,111
2561	Police Officer	FPD-1	94	\$5,013,083	94	\$4,977,802
0046	Administrative Assistant II	14	1	\$42,203	1	\$44,312
1257	Telephone Operator - FPD	11	1	\$40,583	1	\$40,583
0907	Clerk V	11	2	\$70,468	2	\$70,468
0971	Police Switchboard Operator	9	3	\$96,140	3	\$99,231
Personnel Total			122	\$6,683,737	122	\$6,657,774
Vacancy/Turnover Adjustment				(\$200,512)		(\$199,733)
Personnel Total Wages				\$6,483,225		\$6,458,041

Law Enforcement Guide to Key Changes 2011 – 2012:

Changes due to Desk Audit:

None.

Shakman-related Changes:

None.

Structural Changes:

None.

Program Changes:

None.

56 - LAW ENFORCEMENT

ACCT. NO.	DESCRIPTION	FY 2011	FY 2012	DIFFERENCE
		DEPARTMENT	DEPARTMENT	INC./
		APPROPRIATION	RECOMMENDATION	(DEC.)
Personnel Services				
610010	Salaries and Wages	\$6,483,225	\$6,458,041	(\$25,184)
610012	Hospital Insurance	\$1,978,058	\$2,033,388	\$55,330
610013	Life Insurance	\$23,768	\$23,969	\$201
610014	Dental Care Plan	\$60,753	\$61,703	\$949
610015	Vision Plan	\$20,664	\$20,987	\$323
610016	Appropriation Adjustment for Personnel Services	\$453,826	\$452,063	(\$1,763)
650066	Medicare Payments	\$94,007	\$93,642	(\$365)
	Total Personnel Services	\$9,114,300	\$9,143,792	\$29,492
Professional Contractual Services				
620006	Security Contract Services	\$35,000	\$30,000	(\$5,000)
620004	ALERTS	\$30,000	\$30,000	\$0
620140	Police Equipment, Supplies and Serv.	\$140,000	\$140,000	\$0
620310	Printing	\$5,000	\$5,000	\$0
620145	Maintenance of Horses & Dogs	\$4,000	\$0	(\$4,000)
	Total Professional Contractual Services	\$214,000	\$205,000	(\$9,000)
Material & Supplies				
630010	Office Supplies	\$4,000	\$4,000	\$0
630140	Postage	\$5,000	\$7,500	\$2,500
630180	Uniforms	\$40,000	\$40,000	\$0
640300	Telephone Service	\$13,800	\$0	(\$13,800)
	Total Material & Supplies	\$62,800	\$51,500	(\$11,300)
Equipment & Fixtures				
660021	Computer Equipment	\$10,000	\$0	(\$10,000)
660210	Other Material & Supplies	\$1,200	\$1,200	\$0
	Total Equipment & Fixtures	\$11,200	\$1,200	(\$10,000)
Other Employee Expenses				
690016	Transportation & Travel Expense	\$2,000	\$2,000	\$0
690020	Training Expenses	\$50,000	\$50,000	\$0
690035	911 Telecommunication	\$125,000	\$180,000	\$55,000
	Total Other Employee Expenses	\$177,000	\$232,000	\$55,000
DEPARTMENT TOTAL		\$9,579,300	\$9,633,492	\$54,192

LEGAL

Mission: To provide quality, timely and efficient legal services to the District, either through District legal staff or through supervision of outside counsel



LEGAL

The Legal Department performs the following services:

- Provides legal advice to the Forest Preserve President and Board of Forest Preserve Commissioners, and to the General Superintendent and District departments.
- Drafts ordinances, resolutions and supporting documentation for action by the Board, and appears at Board and committee meetings.
- Responds to questions regarding federal, state and local laws and their impact on the District.
- Performs research into statutory and case law as necessary to advise the District in its day-to-day operations and policy decisions.
- Handles acquisition of lands through purchase or condemnation.
- Advises the administration on legal aspects of various grant programs in connection with land acquisition.
- Works with land acquisition specialists to identify innovative ways to conserve open space without the expense of acquiring title.
- Responsible for the management of all lawsuits filed against the District or by the District including personal injuries to District visitors, disputes with adjoining landowners, employment matters, contract disputes and other legal matters.
- Determines which legal matters should be referred to outside counsel and supervises their handling of litigation.
- Handles employee matters involving administrative bodies such as the EEOC, the Labor Board and the Civil Service Commission.
- Enforces and monitors the goals and policies set forth by the Human Rights Ordinance, with particular emphasis on harassment prevention.
- Educates District staff on complaint procedures.
- Investigates internal sexual harassment and discrimination complaints.
- Under the direction of the General Superintendent, oversees the employee disciplinary action process; convenes pre-disciplinary hearings; makes oral and written recommendations to address employment issues; and administers appropriate discipline.
- Handles all Freedom of Information Act requests.

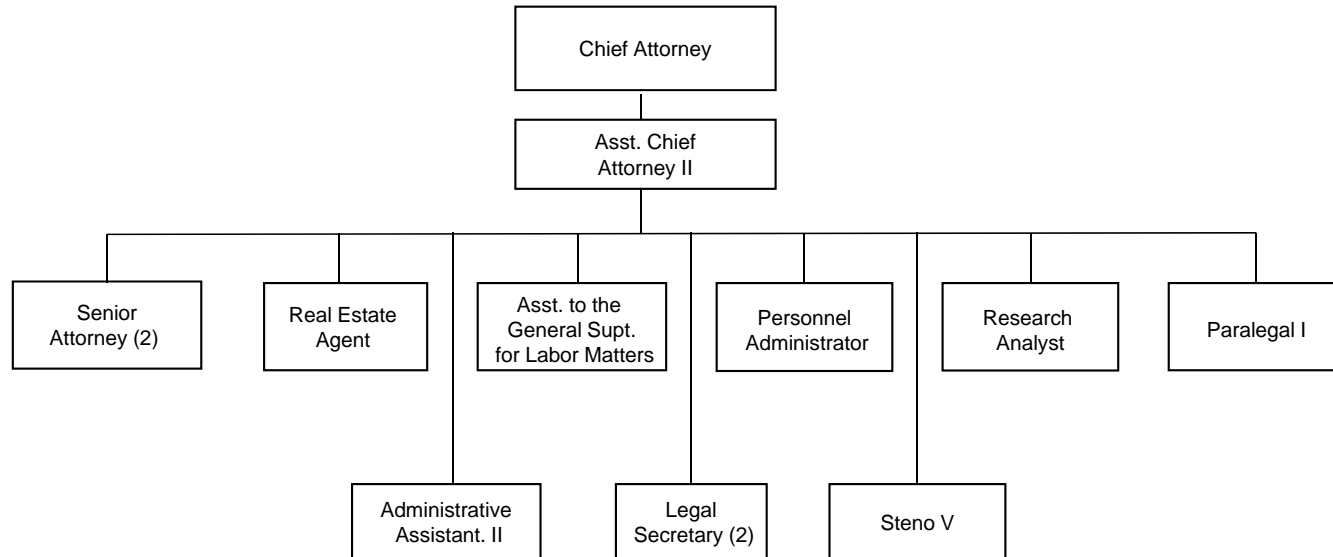
LEGAL DEPARTMENT 2011 ACCOMPLISHMENTS

- Worked with Human Resources personnel to draft a revised Employment Plan and related Supplemental Policies for District employees.
- Developed updates to the FPDCC website to reflect the statutory requirements of the Freedom of Information Act.
- Significantly reduced expenses related to the Supplemental Relief Order agreed to by the District in connection with the *Michael L. Shakman, et al. v. Cook County Democratic Party, et al.* Litigation.
- Successfully settled the case of *Forest Preserve District of Cook County vs. Standard Bank & Trust u/t/a dated April 18, 1966, No. 2860 – 00 L 50153 & 00 L 50154 and Forest Preserve District of Cook County vs. Standard Bank & Trust u/t/a dated December 15, 1982, No. 8274 – 00 L 50990 and 00 L 50991* resulting in the acquisition of 52.10 acres of land by the District and the donation to the District of an additional 13.90 acres of land.
- Successfully concluded the eminent domain case of *Forest Preserve District of Cook County vs. Links Limited Partnership et al – 09 L 50716* resulting in the acquisition of 54.847 acres of land by the District.
- Acquired an additional 104.753 acres of land on behalf of the District.
- Assisted the Office of the President with regard to the introduction and passage of an ordinance and Intergovernmental Agreement between Cook County and the District with regard to the use and authority of the Cook County Office of the Independent Inspector General.
- Introduced and facilitated the passing of several proposed amendments to the District Code of Ordinances including, but not limited to revisions authorizing an increase in the fees and penalties for violating various District codes and code revisions clarifying what acts are prohibited in the District.
- Successfully defended worker's compensation and personal injury claims.
- Negotiated favorable settlements of worker's compensation and personal injury claims.
- Commenced the process of bringing the District into compliance with Medicare Reporting requirements.
- Successfully completed the publishing of the entire FPDCC Code and all related updates.

LEGAL DEPARTMENT 2012 GOALS

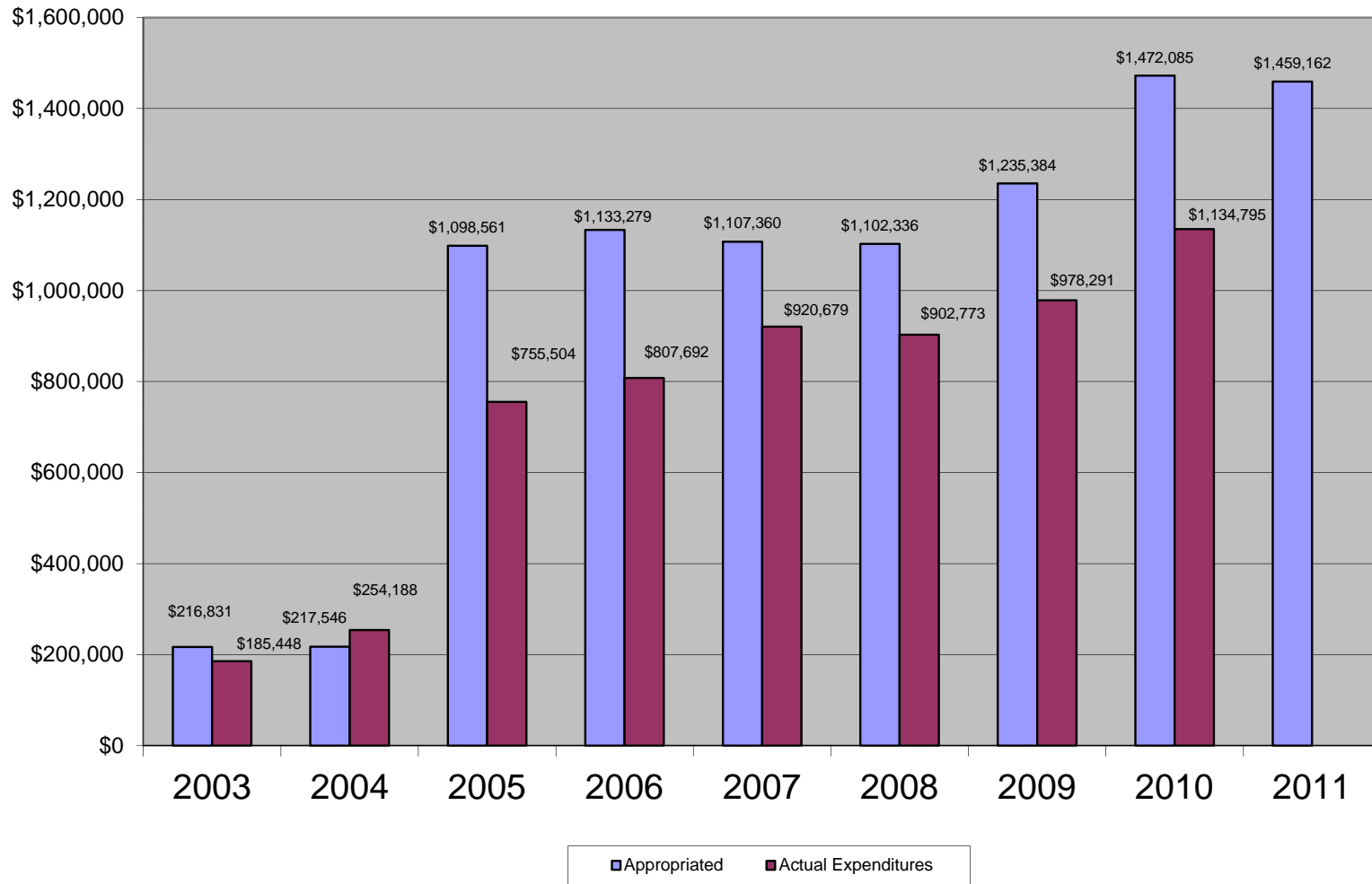
- Dismissal of the *Michael L. Shakman, et al. v. Cook County Democratic Party, et al.* litigation.
- Increase training for legal department attorneys and support staff.
- Further reduce fees and expenses related to the use of outside counsel with regard to litigated matters.
- Further progress in smooth administration of worker's compensation claims.
- Complete process of complying with Medicare Reporting requirements.
- Continue to achieve favorable resolutions of worker's compensation and personal injury claims.
- Resolve final pending condemnation proceeding, *Forest Preserve District of Cook County v Wayne Hummer Trust Company, Trustee, et al - 05 L 50137.*
- Successfully negotiate and acquire active acquisition projects.
- Further progress in resolving encroachments onto District property.

Legal



Budgeted Number of Positions 13.3

Legal Department: Appropriated vs. Actual Expenditures By Fiscal Year



60 - LEGAL

JOB CODE	TITLE	GR	2011 APPROPRIATION		2012 RECOMMENDATION	
			TOTAL FTE	TOTAL SALARIES	TOTAL FTE	TOTAL SALARIES
0616	Chief Attorney	24	1	\$144,550	1	\$144,550
0628	Asst. Chief Attorney II	24	1	\$111,993	1	\$111,993
2483	Asst. to General Supt. for Labor Matters	24	1	\$103,755	1	\$103,755
1259	Senior Attorney	24	2	\$186,227	2	\$186,227
0428	Real Estate Agent	23	1	\$89,272	1	\$93,550
0723	Personnel Administrator	20	1	\$77,630	1	\$77,630
0283	Management Analyst IV	20	1	\$78,033	0	\$0
9999	Research Analyst	19	1	\$70,612	1	\$70,612
9999	Paralegal I	18	0	\$0	1	\$50,943
0517	Legal Secretary	15	2	\$100,938	2	\$103,316
0046	Administrative Assistant II	14	1	\$50,172	1	\$50,172
0936	Stenographer V	13	1	\$43,204	1	\$45,348
Full Time Personnel Total			13	\$1,056,384	13	\$1,038,095
Vacancy/Turnover Adjustment				(\$21,128)		(\$20,762)
Net FT Personnel Total				\$1,035,257		\$1,017,333
Part-Time/Seasonal Personnel						
9999	Legal Intern		0.22	\$7,802	0	\$0
9999	Clerical Aide		0.31	\$6,400	0.3	\$6,400
Seasonal / Part Time Personnel Total			0.5	\$14,202	0.3	\$6,400
Vacancy/Turnover Adjustment				(\$213)		(\$96)
Net PT Personnel Total			0.5	\$13,989	0.3	\$6,304
Personnel Total Wages			14	\$1,049,246	13.3	\$1,023,637

Legal

Guide to Key Changes 2011 – 2012:

Changes due to Desk Audit:

None.

Shakman-related Changes:

None.

Structural Changes:

Position of *Legal Intern* eliminated, and replaced with *Paralegal I* to provide more consistent support throughout the year.

Management Analyst IV, formerly in Law, moved to Recreation to create and implement systems and management support for an expanded volunteer program.

Program Changes:

None.

*Part-Time & Seasonal FTE are listed as Full Time Equivalent= (1 Actual Seasonal Employee)

60 - LEGAL

ACCT. NO.	DESCRIPTION	FY 2011	FY 2012	DIFFERENCE
		DEPARTMENT APPROPRIATION	DEPARTMENT RECOMMENDATION	INC./ (DEC.)
Personnel Services				
610010	Salaries and Wages (Full Time)	\$1,035,256	\$1,017,333	(\$17,924)
610011	Salaries and Wages (Part Time)	\$13,989	\$6,304	(\$7,685)
610012	Hospital Insurance	\$210,777	\$216,672	\$5,896
610013	Life Insurance	\$2,533	\$2,554	\$21
610014	Dental Care Plan	\$6,474	\$6,575	\$101
610015	Vision Plan	\$2,202	\$2,236	\$34
610016	Appropriation Adjustment for Personnel Services	\$72,468	\$71,213	(\$1,255)
650066	Medicare Payments	\$15,214	\$14,843	(\$371)
	Total Personnel Services	\$1,358,912	\$1,337,731	(\$21,182)
Professional Contractual Services				
620010	Legal Service	\$50,000	\$50,000	\$0
620310	Printing	\$3,000	\$3,000	\$0
	Total Professional Contractual Services	\$53,000	\$53,000	\$0
Material & Supplies				
630010	Office Supplies	\$5,000	\$6,000	\$1,000
630140	Postage	\$5,000	\$5,000	\$0
640300	Telephone Service	\$6,000	\$0	(\$6,000)
	Total Material & Supplies	\$16,000	\$11,000	(\$5,000)
Equipment & Fixtures				
660010	Office Furniture & Equipment	\$0	\$0	\$0
660011	Furniture & Fixtures	\$1,250	\$0	(\$1,250)
660021	Computer Equipment	\$0	\$0	\$0
660210	Other Materials and Supplies	\$10,000	\$10,000	\$0
	Total Equipment & Fixtures	\$11,250	\$10,000	(\$1,250)
Other Employee Expenses				
690016	Transportation & Travel Expense	\$5,000	\$5,000	\$0
690020	Training Expenses	\$10,000	\$10,000	\$0
690030	Dues & Subscriptions	\$5,000	\$3,000	(\$2,000)
	Total Employee Expenses	\$20,000	\$18,000	(\$2,000)
DEPARTMENT TOTAL		\$1,459,162	\$1,429,731	(\$29,432)

PLANNING AND DEVELOPMENT

Mission: To plan, design and implement capital improvements and restoration programs to Forest Preserve District sites as well as oversee the District's land acquisition program to preserve and expand the District's lands and facilities



Thatcher Woods

Paul Douglas Trail



PLANNING AND DEVELOPMENT

The Planning & Development Department is comprised of the following functional areas:

- Landscape Architecture
- Engineering & Construction
- Building & Architecture
- Real Estate & Licensing
- Geographic Information Systems

Landscape Architecture

- Master planning.
- In-House preparation of plans and specifications for construction bid work.
- Review plan and specification preparation by consultants.
- Construction observation.
- Grant preparation and administration.
- Land acquisition studies and analysis.
- Assist land manager in reforestation, meadow control, transition management and restoration.
- Review outside agency plans that affect the District.
- Technical assistance to other departments.
- Maintain site plans, construction documents, and other pertinent documents.
- Input to housing and environmental committees and ADA Compliance.
- Participate in a variety of interdepartmental and inter-agency committees and task forces.
- Represent the District on governmental task forces, civic committees and other public forums regarding land planning and District Issues.

Engineering & Construction

- In-House preparation of plans and specifications for construction bid work.
- Review plan and specification preparation by consultants.
- Construction observation.
- Review outside agency plans that affect the District.
- Technical assistance to other departments.
- Maintain site plans, construction documents, and other pertinent documents.
- Participate in a variety of interdepartmental and inter-agency committees and task forces.

Building Architecture

- Master planning.
- Site and facility design policy.
- In-House preparation of plans and specifications for construction bid work.
- Review plan and specification preparation by consultants.
- Construction observation.
- Review outside agency plans that affect the District.
- Technical assistance to other departments.
- Maintain a database of deferred maintenance and capital projects that are used to prioritize implementation and request additional funding.
- Maintain site plans, construction documents, and other pertinent documents.
- Prepare and oversee construction and development budget.
- Input to housing and environmental committees and ADA compliance.
- Participate in a variety of interdepartmental and inter-agency committees, task forces.
- Represent the District on governmental task forces, civic committees and other public forums regarding land planning and District issues.

Real Estate & Licensing

- Maintain real estate records of the District.
- Review outside agency plans that affect the District.
- Issue licenses for use of District land by outside agencies and oversight.
- Investigate complaints and encroachments.
- Technical assistance to other departments.
- Participate in a variety of interdepartmental and inter-agency committees, task forces.

Geographic Information Systems

- Master planning.
- Develop a GIS base to record the District's assets and land management activities.
- Technical assistance to other departments.
- Represent the District on governmental task forces, civic committees and other public forums regarding land planning and District issues.

PLANNING & DEVELOPMENT ACCOMPLISHMENTS 2011

- Launched land acquisition plan update (to be completed in early 2012).
- Began master plans for camp facilities & programs and a new Oak Forest Preserve adjacent to the hospital.
- Updated the District's 5-Year capital improvement plan, with public input through a series of public open houses, online surveys and stakeholder meetings.
- Conducted a preliminary assessment of District-owned buildings.
- Participated in intergovernmental planning partnerships including: the Calumet Sag Trail Committee, Chicago Metropolitan Area Planning (CMAP), Salt Creek and Des Plaines water trail partnerships.
- Finalized the design and issued bids for major District building projects:
 - new Wildlife Headquarters
 - new Busse Woods boathouse
 - major renovation of historic pavilions at Dan Ryan Woods and Thatcher Woods
 - major renovation of Eggers Woods Comfort Station
- Started reconstruction of historic pioneer cabins at Sand Ridge Nature Center
- Completed minor renovations to District buildings serving the public:
 - Harold "Hal" Tyrell Trailside Museum - exterior renovations including new porous pavement walkway
 - Sand Ridge Nature Center - exterior renovations including new boardwalk
 - River Trail Nature Center - insulation installation
 - Little Red Schoolhouse - sewage treatment monitoring contract
 - Harms & Golf Roads Stables - lighting & plumbing improvements
 - Picnic shelters at Sauk Trail Woods and White Eagle Woods - issued for bid work to address storm damaged picnic shelters
 - Aquatic Centers – plumbing and sewer improvements at all three, new split-rail fencing at Cermak
- Completed improvements to District support buildings:
 - Central Garage improvements – updated heating systems, conduct energy audit
 - General Headquarters -- asbestos removal, replace emergency generator, energy audit
 - South Police HQ – replaced boiler sections
- Completed public health & safety improvements in forest preserves:
 - Repaired bridge at Caldwell Woods
 - Demolished bridge at Sauk Trail.
 - Repaired water control structure at Baker's Lake Nature Preserve.
 - Replaced sewer and water lines at Green Lake Woods comfort station.
 - Replace underground electrical service throughout Bunker Hill preserves
 - Installed various fire and security systems at various District facilities.
- Resurfaced severely deteriorated parking lots District-Wide
- Completed minor parking lot patching and seal coating, including sewer & culvert repairs District-Wide
- Started engineering design for major new parking lots at new acquisitions (Burnham Prairie Addition, and Thorn Creek Addition).

- Completed major bike trail projects including:
 - 3 miles of Deer Grove East Bicycle Trail
 - 1.5 mile North Branch Bike Trail
 - 1 mile-paved loop at Dan Ryan Woods
 - 1 mile loop trail at Kickapoo Woods
 - New Salt Creek Trail spur at 31st Street
- Improved or restored other trails throughout the District, including:
 - Tinley Creek Bicycle Trail
 - North Branch Bicycle Trail re-route
 - Des Plaines multi-use trail restoration (with City of Des Plaines)
- Repaired underpass at 119th Street & LaGrange Road.
- Started district-wide drop gate replacement project on bicycle trails.
- Participated in spring and fall Resource Management prescribed burns and conservation activities.
- Implemented District-wide landscape maintenance program.
- Installed structures for endangered and threatened species.
- Installed additional native landscape at Little Red Schoolhouse.
- Completed additional landscape maintenance at Sagawau Environmental Learning Center. (Anticipated).
- Continued sign maintenance program.
- Installed water trail signage along Salt Creek.
- Completed additional interpretive signage for nature centers.
- Worked with Village of Riverside to complete on-street signage for the Salt Creek Greenway Trail.
- Redesigned District and volunteer websites
- Trained District staff (Volunteer Resources and Communications) on website editing
- Completed fishing guide
- Updated picnic grove maps
- Completed I-Phone application (to find events or trails)
- Provided data for Cook County's Open Data Initiative
- Recovered more than six acres of District land that had been subject to unpermitted encroachments.
- Established an encroachment response procedure.
- Recovered overdue fees from expired licenses.
- Updated licensing database and improved license fee collection procedure.
- Assisted other District departments in locating and defending District boundaries.
- Increase grant funding to support Forest Preserve District goals and objectives.

- Received grant for the renovation of historic Pioneer Cabins at Sand Ridge Nature Center
- Secured US Army Corps of Engineers Aquatic Ecosystem Restoration Funds (Section 206 funding) for Spring Creek, Paul Douglas Preserve and Burnham Prairie.
- Submitted four Illinois Transportation Enhancement Program grant applications.

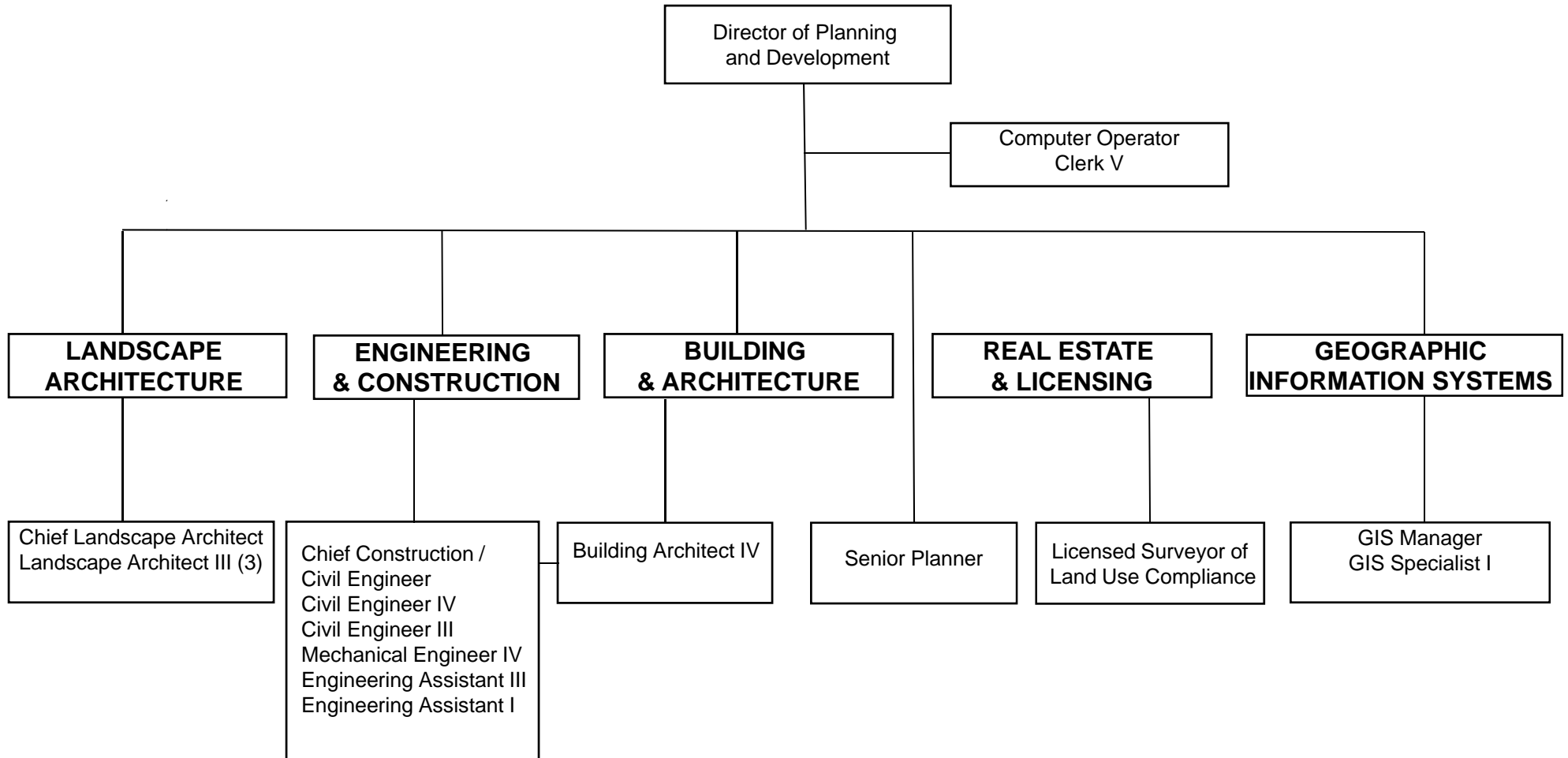
PLANNING & DEVELOPMENT GOALS 2012

- Improve the District's 5-Year Capital Improvement Plan format for public audiences
- Update the District's Land Acquisition Plan
- Develop master plans for the District's campgrounds
- Develop a master plan for the Oak Forest Hospital campus with Cook County
- Commission a District-Wide recreation master plan to assess existing and potential new recreation uses for under-used District land, including major new land acquisition sites such as Rolling Knolls golf club.
- Draft new District land use policies for specialized facilities such as dog-friendly areas
- Develop an inventory and assessment of all district buildings
- Participate in inter-agency planning committees and task forces, including the Millennium Reserve Working Group, the Calumet Sag Trail Committee, Chicago Metropolitan Area Planning (CMAP), water trail partnerships, Spring Creek Watershed Partnership, etc.
- Complete major renovations of the Sand Ridge Nature Center Pioneer Cabins, Dan Ryan Woods Pavilion, Eggers Woods Comfort Station and Thatcher Woods Pavilion.
- Complete the construction of the new Busse Woods Boat Concession Building and six new picnic shelters.
- Little Red Schoolhouse – monitor water & sewage treatment; consider seeking LEED Platinum certification
- Complete re-construction of the Poplar Creek Wildlife Headquarters.
- Complete energy efficiency improvements at various district facilities including:
 - General Headquarters and Central Garage
 - Tinley Division Headquarters, McGinnis Slough Fisheries and Calumet Sub-division Headquarters
- Address public safety and code compliance issues at:
 - General Headquarters – door & lock replacement, ADA compliance
 - Install water & sewer for South Police H.Q., Bemis South Tampier Lake Boathouse, and Eggers Grove Comfort Station.
 - Fire alarm systems – district-wide
 - ADA compliance – district-wide
- Address building system failures at critical building locations
 - Central Garage – electrical system upgrades
- Complete separation of utilities at Watchman Residences and attached facilities
- Construct new parking lots at recently-acquired forest preserve sites (Burnham Prairie Addition & Thorn Creek Addition).
- Rebuild severely deteriorated parking lots in high need areas:
 - Northwest Division - Deer Grove East groves #1-4 and Elk Pasture
 - Tinley Creek Division - Bachelor Grove, Burr Oaks, Rubio Woods, Yankee Woods, and Elizabeth Conkey-South
 - Thorn Creek Division - Sand Ridge Nature Center, North Creek Meadow

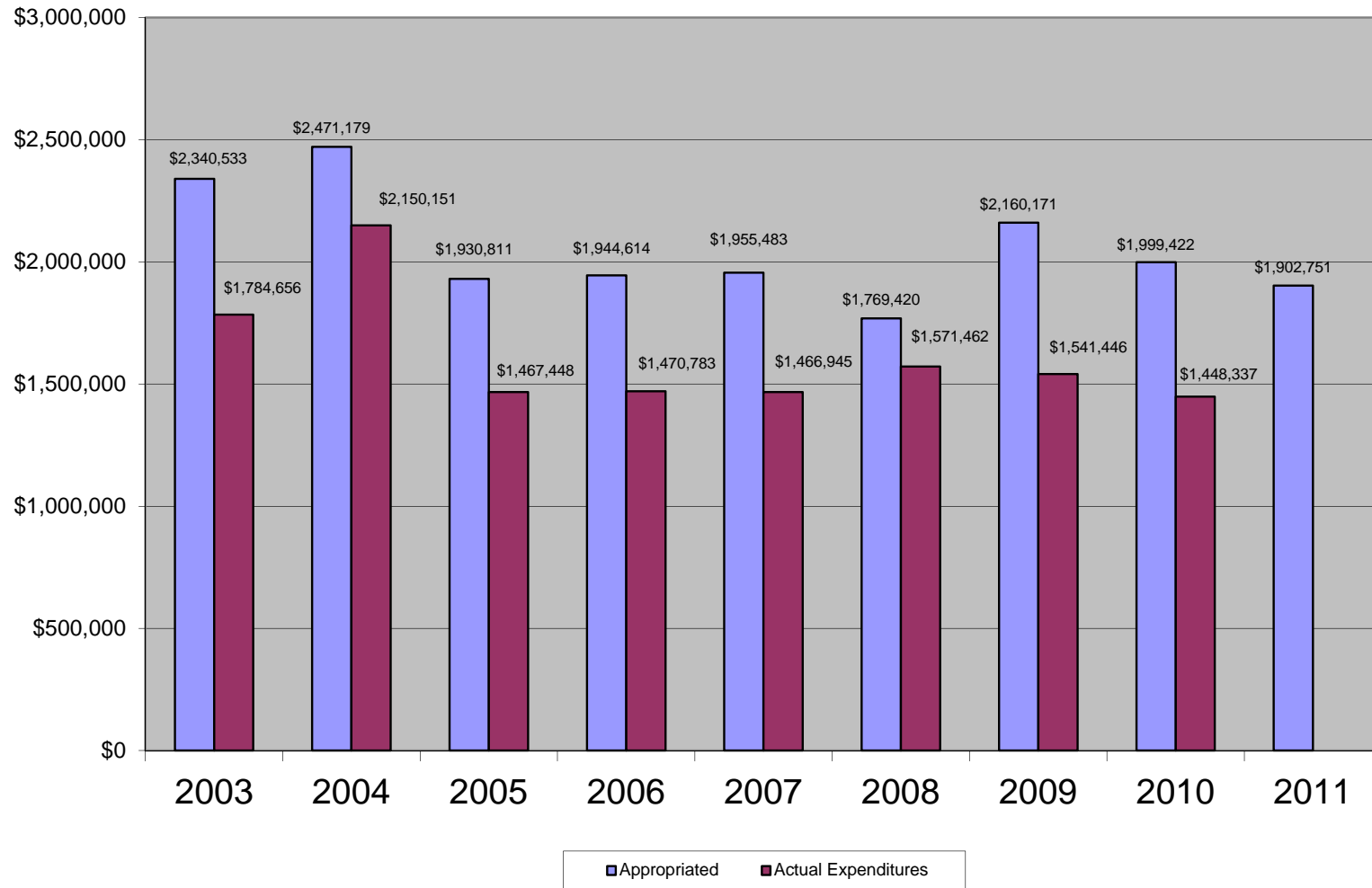
- Calumet Division - Beaubien Woods Boating Center
 - Indian Boundary - Fullerton Woods, Plum Creek, Dam #4–East
 - Palos Division - White Oaks
 - Sag Valley Division - Tampier Boat Launch
 - Salt Creek Division – Catherine Chavalier and Schuth's Grove
- Complete minor parking lot repairs and patching District-Wide
- Improve efficiency and performance in preparing plans & specs and bidding work
- Review parking lot construction policies and materials
- Assess need for parking areas located near existing or future recreation facilities
- Assess condition of the District's dams (roughly half of 50 in 2012)
- Review and update the District's storm water management policy.
- Enhance staff capacity to respond to storm water flooding issues
- Construct major new trail improvements:
 - Tinley Creek Bicycle Trail improvements realignment
 - Spur connection at Shoe Factory Road (with Village of Hoffman Estates).
 - Re-route of Sag Valley multi-use trail at Forty-Acre Woods
- Plan and design major new trails:
 - Thorn Creek Bicycle Trail – Phase II Engineering
 - North Branch Bicycle Trail (Chicago Connection) – Phase I Engineering.
 - North Branch Bicycle Trail (Chicago Botanic Garden connection) – Phase I Engineering
 - Orland Grasslands – new 4-mile loop trail.
- Repair existing trails:
 - Tinley Bike Trail - 131st - 151st & southeast sections – overlay
 - Tinley Creek Bicycle Trail @ 143rd & Harlem – realign/rebuild.
 - Salt Creek Bicycle Trail @ Brookfield Woods – asphalt repair
 - Thorn Creek Bicycle Trail - 186th and Glenwood Lansing – resurface
 - Paul Douglas Bike Trail – overlay & patching
 - Poplar Creek Bike Trail - patching
 - Busse Woods Bike Trail - Beisner Road area – repave
 - Other District-Wide trail repairs.
- Design access walks or ramps to picnic shelters District-Wide (ADA compliance).
- Install structures for endangered and threatened species.
- Improve drainage at various picnic groves district wide.
- Design of Native restoration of farm field at Poplar Creek.
- Design shoreline at River Trail Nature Center.
- Install regulatory signs, install grove and rule signage at 87 additional groves District-wide.
- Install fishing maps and rule signage at all fishing lakes District-wide.
- Continue sign maintenance program.
- Update and improve maps that are available to the public, both on the District's website and through Cook County's Open Data Initiative

- Completely redesign and update printable picnic grove maps
- Map the shoreline and lake bottom conditions for the District's 42 lakes and ponds
- "GPS" (electronically tag) and map hiking trails at Nature Centers and other locations
- Assist in providing data and preparing maps for the District's 5-Year Capital Improvement Plan (CIP), and master plans (Land Acquisition Plan Update, campground master plan, recreation master plan)
- Improve the District's information database on District-owned buildings
- Identify likely locations of underground drain tiles by analyzing infrared satellite images and data of wetlands provided by Cook County
- Expand the District's GIS capacity by training landscape architects on GIS and hiring 1-2 GIS interns
- Continue to identify and enforce compliance in removal of encroachments and unauthorized use of District land.
- Identify and mark District boundaries with property boundary markers.
- Update license location maps and migrate data to GIS.
- Improve record filing and document retention procedures.
- Increase grant funding to support Forest Preserve District goals and objectives.

Planning and Development



Planning & Development: Appropriated vs.: Actual Expenditures By Fiscal Year



80 - PLANNING AND DEVELOPMENT

JOB CODE	TITLE	GR	2011 APPROPRIATION		2012 RECOMMENDATION	
			TOTAL FTE	TOTAL SALARIES	TOTAL FTE	TOTAL SALARIES
2509	Dir. of Planning & Development	24	1	\$100,734	1	\$105,851
2517	Chief Landscape Architect	22	1	\$95,888	1	\$95,888
3000	Chief Construction/Civil Engineer	22	1	\$94,942	1	\$94,942
2237	Building Architect IV	22	1	\$94,942	1	\$95,888
2219	Civil Engineer IV	21	1	\$85,317	1	\$85,317
9999	Senior Planner	21	0	\$0	1	\$67,496
2425	GIS Manager	20	1	\$61,392	1	\$61,393
4030	Mechanical Engineer IV	20	1	\$78,790	1	\$78,790
2212	Civil Engineer III	19	1	\$55,940	1	\$55,940
2249	Engineering Assistant III	19	1	\$71,754	1	\$71,754
9999	Lic. Svr. For Land Use Compliance	19	1	\$58,687	1	\$61,393
2242	Landscape Architect III	19	3	\$213,683	3	\$213,683
2252	Engineering Assistant II	18	2	\$116,682		\$0
4310	GIS Specialist I	16	1	\$50,943	1	\$53,408
0048	Administrative Assistant III	16	1	\$44,312	0	\$0
4831	Engineering Assistant I	14	1	\$49,186	1	\$49,186
1101	Computer Operator I	12	0	\$0	1	\$43,010
0907	Clerk V	11	1	\$39,809	1	\$40,161
			19	\$1,313,001	18	\$1,274,100
	Vacancy/Turnover Adjustment			(\$39,390)		(\$25,482)
	Net FT Personnel Total			\$1,273,611		\$1,248,618
Part-Time/Seasonal Personnel						
9999	GIS Intern		0	\$0	0.20	\$6,656
9999	Document Scanning Intern		0	\$0	0.25	\$6,240
	Seasonal / Part Time Personnel Total		0	\$0	0.45	\$12,896
	Vacancy/Turnover Adjustment			\$0		(\$193)
	Net PT Personnel Total		0	\$0	0.45	\$12,703
	Vacancy/Turnover Adjustment			\$0		\$0
	Personnel Total Wages		19	\$1,273,611	18.45	\$1,261,320

Planning and Development

Guide to Key Changes 2011 – 2012:

Changes due to

Desk Audit:

Engineering Assistant II (1), working in Maintenance, moved from Planning and Development into Maintenance budget.

Shakman-related Changes:

None.

Structural Changes:

Vacant *Engineering Assistant II* (1) eliminated and replaced with *Senior Planner*.

Program Changes:

GIS Intern (0.20 FTE) and *Planning Intern* (0.25 FTE) created to support increased need for GIS mapping, transfer of files to electronic storage and assistance to the *building architect*.

80 - PLANNING AND DEVELOPMENT

ACCT. NO.	DESCRIPTION	FY 2011	FY 2012	DIFFERENCE
		DEPARTMENT APPROPRIATION	DEPARTMENT RECOMMENDATION	INC./ (DEC.)
Personnel Services				
610010	Salaries and Wages (Full Time)	\$1,273,611	\$1,248,618	(\$24,993)
	Salaries and Wages (Part Time)	\$0	\$12,703	\$12,703
610012	Hospital Insurance	\$308,058	\$300,008	(\$8,050)
610013	Life Insurance	\$3,702	\$3,536	(\$165)
610014	Dental Care Plan	\$9,462	\$9,104	(\$358)
610015	Vision Care Plan	\$3,218	\$3,096	(\$122)
610016	Appropriation Adjustment for Personnel Services	\$87,783	\$86,034	(\$1,750)
650066	Medicare Payments	\$18,467	\$18,105	(\$362)
	Total Personnel Services	\$1,704,301	\$1,681,203	(\$23,097)
Equipment & Fixtures				
660010	Office Equipment and Furniture	\$23,000	\$0	(\$23,000)
660021	Computer Equipment	\$31,350	\$0	(\$31,350)
660020	Computer Supplies and Services	\$47,400	\$22,000	(\$25,400)
660210	Other Material and Supplies	\$12,000	\$11,600	(\$400)
	Total Equipment & Fixtures	\$113,750	\$33,600	(\$80,150)
Material & Supplies				
640300	Telephone Service	\$9,700	\$0	(\$9,700)
630130	Engineering Supplies & Equipment	\$38,000	\$2,500	(\$35,500)
	Total Material & Supplies	\$47,700	\$2,500	(\$45,200)
Professional Contractual Services				
620600	Professional Training	\$12,000	\$8,000	(\$4,000)
Other Employee Expenses				
690016	Transportation & Travel Expense	\$25,000	\$10,000	(\$15,000)
DEPARTMENT TOTAL		\$1,902,751	\$1,735,303	(\$167,447)

DISTRICT-WIDE SERVICES

99 - DISTRICT-WIDE SERVICES

ACCT. NO.	DESCRIPTION	FY 2011 APPROPRIATION	FY 2012 RECOMMENDATION	DIFFERENCE INC./ (DEC.)
Professional Contractual Services				
620090	Other Professional Services	\$350,000	\$350,000	\$0
620095	Fed. & County Planning & Research	\$15,000	\$15,000	\$0
620096	Contractual Services	\$210,000	\$210,000	\$0
		\$575,000	\$575,000	\$0
Employee Benefits				
610020	Personal Services Adjustment	\$694,507	\$686,271	(\$8,236)
	Total Employee Benefits	\$694,507	\$686,271	(\$8,236)
Combined Services				
640300	Telephone Service	\$0	\$361,500	\$361,500
660010	Office Equipment and Furniture	\$0	\$36,000	\$36,000
660021	Computer Equipment	\$0	\$139,050	\$139,050
	Total Combined Services	\$0	\$536,550	\$536,550
Other Expenses				
680020	Education and Awareness Programs	\$400,000	\$260,000	(\$140,000)
680021	Volunteer Development	\$100,000	\$47,500	(\$52,500)
680022	New Education Programs	\$100,000	\$100,000	\$0
	Total Other Expenses	\$600,000	\$407,500	(\$192,500)
Intergovernmental Agreements				
680023	Printing, Graphics and Video	\$90,000	\$90,000	\$0
680026	Sheriff's SWAP*	\$0	\$500,000	\$500,000
	Total Intergovernmental Agreements	\$90,000	\$590,000	\$500,000
TOTAL DISTRICT WIDE SERVICES		\$1,959,507	\$2,795,321	\$835,814

*In 2011 and prior years Sheriff's SWAP services were provided at no expense to the Forest Preserve District

CAPITAL AND RELATED FUNDING SOURCES

1. CAPITAL IMPROVEMENT FUND
2. CONSTRUCTION AND DEVELOPMENT FUND
3. CAPITAL IMPROVEMENT PLAN BY YEARLY EXPENDITURES
4. CAPITAL IMPROVEMENT PLAN FUNDING SUMMARY
5. DEFINITION OF FUNDING SOURCES
6. REAL ESTATE ACQUISITION FUND
7. BOND AND INTEREST FUND
8. MONETARY AWARDS

CAPITAL IMPROVEMENT FUND

The purpose of this fund is to account for all capital expenditures of the District that are funded by debt or other financing sources and that are not related to land acquisitions.

				DIFFERENCE
ACCT.		FY 2011	FY 2012	INC./
NO.		APPROPRIATION	RECOMMENDATION	(DEC.)
<u>Available Funding Sources</u>				
410001	Fund Balance Contribution	\$11,500,000	\$13,780,000	\$2,280,000
410003	Operating Transfer In	\$2,000,000	\$0	(\$2,000,000)
Total Funding Sources		\$13,500,000	\$13,780,000	\$280,000
<u>Expenditures</u>				
Equipment, Vehicles and Fixtures				
660021	Computer Equipment and Software	\$1,000,000	\$1,000,000	\$0
660051	Vehicles and Trucks	\$1,000,000	\$1,300,000	\$300,000
		\$2,000,000	\$2,300,000	\$300,000
Major Maintenance/Renovation				
630000	Capital Outlays (Maintenance)	\$0	\$1,200,000	\$1,200,000
Building and Construction				
670045	Trails, Shelters, and Ramps	\$600,000	\$750,000	\$150,000
670055	Restoration: Landscape	\$5,800,000	\$5,550,000	(\$250,000)
670057	Parking Projects	\$0	\$880,000	\$880,000
670061	Building & Bridges/ Misc. Structures	\$5,100,000	\$3,100,000	(\$2,000,000)
		\$11,500,000	\$10,280,000	(\$1,220,000)
Total Expenditures		\$13,500,000	\$13,780,000	\$280,000
Net Savings (Loss)		\$0	\$0	\$0

CONSTRUCTION & DEVELOPMENT FUND

This fund is established to account for annual tax levies and certain other revenues to be used for the acquisition or construction of major capital facilities. The proceeds of taxes levied must be expended over a five year period and any unspent proceeds at the end of the five year period are transferred to the Corporate Fund.

FY 2012 BUDGET

ACCT. NO.	FY 2011 APPROPRIATION	FY 2012 RECOMMENDATION	DIFFERENCE INC./ (DEC.)
<u>Available Funding Sources</u>			
510000 Property Tax Levy	\$6,041,600	6,041,600	-
Allowance for Uncollectible/Deferred Taxes and Refunds	(\$302,080)	(302,080)	-
Total Funding Sources	\$5,739,520	\$5,739,520	-
<u>Expenditures</u>			
Professional Contractual Services			
620040 General Consulting Services	\$358,000	\$1,800,073	\$1,442,073
	\$358,000	\$1,800,073	\$1,442,073
Major Maintenance/Renovation			
630000 Capital Outlays (Maintenance)	\$450,000	\$523	(\$449,477)
Building & Construction			
670045 Walks, Shelter, and Ramps	\$52,874	\$264,099	\$211,225
670055 Restoration - Landscape	\$179,463	\$432,417	\$252,954
670057 Parking Projects	\$1,284,812	\$2,050,050	\$765,238
670065 Site Identification	\$76,475	\$84,279	\$7,804
670058 Const. of Bike & Equestrian Trails	\$2,008,979	\$140,734	(\$1,868,245)
670059 Silvicultural Practice	\$222,376	\$0	(\$222,376)
670060 Intergovernmental Projects	\$105,000	\$0	(\$105,000)
670061 Bldg. & Bridges	\$645,784	\$634,981	(\$10,803)
670255 Sewer & Water Construction	\$90,758	\$98,535	\$7,777
670256 Fences, Gates, Concrete Units	\$265,000	\$233,829	(\$31,171)
Total Building & Construction	\$4,931,520	\$3,938,924	(\$992,596)
Total Expenditures	\$5,739,520	\$5,739,520	\$0
Excess Revenue over (Expenditures)	\$0	\$0	\$0

**PRELIMINARY CAPITAL IMPROVEMENT PLAN FISCAL YEAR 2012-2016
BY YEARLY PROPOSED TAX LEVY BUDGET**

PROJECT CATEGORY		Unencumbered 2007-2011	FY2012	PROPOSED				TOTAL ESTIMATED PROJECT COSTS	Unfunded Amounts
				FY2013	FY2014	FY2015	FY2016		
A	General Consulting Services	\$651,631.00	\$1,800,073	\$1,160,000	\$410,000	\$210,000	\$210,000	\$4,441,704	\$2,641,631
B	Capital Outlays	\$667,477.00	\$523	\$190,000	\$190,000	\$190,000	\$190,000	\$1,428,000	\$1,427,477
C	Walks, Shelters and Ramps	\$605,901.00	\$264,099	\$580,000	\$1,170,000	\$120,000	\$120,000	\$2,860,000	\$2,595,901
D	Landscape Restoration	\$718,471.00	\$432,417	\$6,755,000	\$4,625,000	\$4,500,000	\$4,500,000	\$21,530,888	\$21,098,471
E	Parking Projects	\$1,385,828.00	\$2,050,050	\$2,488,000	\$1,800,000	\$1,902,000	\$1,390,000	\$11,015,878	\$8,965,828
F	Site Identification	\$672,173.00	\$84,279	\$650,000	\$15,000			\$1,421,452	\$1,337,173
G1	Trail System Rebuilding	\$1,588,387.00	\$210,734	\$4,028,000	\$135,000	\$650,000		\$6,612,121	\$6,401,387
G2	New Trail System	\$1,925,800.00	\$0	\$3,016,966		\$6,990,000		\$11,932,766	\$11,932,766
H1	Nature Centers	\$137,000.00	\$0	\$746,000		\$3,000,000		\$3,883,000	\$3,883,000
H2	Camps	\$0.00	\$0	\$3,150,000				\$3,150,000	\$3,150,000
H3	Recreational Facilities	\$105,000.00	\$0	\$207,000	\$500,000	\$3,000,000	\$500,000	\$4,312,000	\$4,312,000
H4	Boat Facilities	\$0.00	\$0		\$900,000		\$3,300,000	\$4,200,000	\$4,200,000
H5	Washroom & Comfort Stations	\$1,065,000.00	\$0	\$1,000,000	\$1,000,000			\$3,065,000	\$3,065,000
H6	General Headquarters	\$800,000.00	\$0					\$800,000	\$800,000
H7	Support Facilities	\$434,019.00	\$564,981	\$9,305,000	\$8,791,000	\$100,000	\$100,000	\$19,295,000	\$18,730,019
I	Sewer & Water Construction	\$821,465.00	\$98,535	\$995,000	\$70,000	\$95,000	\$20,000	\$2,100,000	\$2,001,465
J	Fence, Gates and Concrete Units	\$846,171.00	\$233,829	\$755,000	\$880,000	\$455,000	\$160,000	\$3,330,000	\$3,096,171
TOTAL		\$12,424,323	\$5,739,520	\$35,025,966	\$20,486,000	\$21,212,000	\$10,490,000	\$105,377,809	\$99,638,289

**PRELIMINARY 2012 CAPITAL IMPROVEMENT PLAN
BY FUNDING SOURCE**

PROJECT CATEGORY		Unencumbered 2007-2011	2012 Tax Levy	Capital Improvement Funds	Grants	Other	Unfunded	Total
A	General Consulting Services	\$651,631.00	\$1,800,073				\$2,641,631	\$5,093,335
B	Capital Outlays	\$667,477.00	\$523	\$1,200,000			\$1,427,477	\$3,295,477
C	Walks, Shelters and Ramps	\$605,901.00	\$264,099	\$750,000			\$2,595,901	\$4,215,901
D	Landscape Restoration	\$718,471.00	\$432,417	\$5,550,000			\$21,098,471	\$27,799,359
E	Parking Projects	\$1,385,828.00	\$2,050,050	\$880,000			\$8,965,828	\$13,281,706
F	Site Identification	\$672,173.00	\$84,279				\$1,337,173	\$2,093,625
G1	Trail System Rebuilding	\$1,588,387.00	\$210,734				\$6,401,387	\$8,200,508
G2	New Trail System	\$1,925,800.00	\$0				\$11,932,766	\$13,858,566
H1	Nature Centers	\$137,000.00	\$0				\$3,883,000	\$4,020,000
H2	Camps		\$0	\$200,000			\$3,150,000	\$3,350,000
H3	Recreational Facilities	\$105,000.00	\$0				\$4,312,000	\$4,417,000
H4	Boat Facilities		\$0	\$900,000			\$4,200,000	\$5,100,000
H5	Washroom & Comfort Stations	\$1,065,000.00	\$0				\$3,065,000	\$4,130,000
H6	General Headquarters	\$800,000.00	\$0				\$800,000	\$1,600,000
H7	Support Facilities	\$434,019.00	\$564,981	\$2,000,000			\$18,730,019	\$21,729,019
I	Sewer & Water Construction	\$821,465.00	\$98,535				\$2,001,465	\$2,921,465
J	Fence, Gates and Concrete Units	\$846,171.00	\$233,829				\$3,096,171	\$4,176,171
TOTAL		\$12,424,323	\$5,739,520	\$11,480,000	\$0	\$0	\$99,638,289	\$129,282,132

CAPITAL IMPROVEMENT PLAN

DEFINITION OF FUNDING SOURCES

FUND	DESCRIPTION
TAX LEVY	The District may levy taxes via a construction and development fund or use other unrestricted funds to fund capital projects. The Construction and Development fund is established primarily to account for annual tax levies used for capital projects.
SENATE BILL 83	Senate Bill 83 was passed by the Senate in 2004 for the purpose of making capital improvements to any land acquired or to be acquired by the District and repairs, reconstruction, rehabilitation, or renovation in connection with any buildings of the District or to acquire equipment for the District. The corporate authorities of the District in which the improvements or buildings are maintained may from time to time incur indebtedness and issue bonds, therefore, in amounts not exceeding, in the aggregate, \$50,000,000.
Government Grants	The District receives a variety of grants from various state and federal government agencies.
UNFUNDED	Projects have been identified that are in excess of the Forest Preserve District's funding. These projects are based upon support of the District's core mission and are needed to replace existing facilities, enhance the public's experience, increase efficiency of the District, and provide long term benefits. These projects, while important to the District, have a lower priority than projects that are currently funded. As funding and District resources become available, these projects will be able to be implemented.

REAL ESTATE ACQUISITION FUND

This fund accounts for the District's land acquisition program. Sources available for appropriations for this fund are derived from debt proceeds, contributions, and grants. The District does not levy taxes for land acquisition. The District's land acquisition program was initiated in 1916 and is limited by State statute to the acquisition of up to 75,000 acres.

Sources Available for Appropriation

<u>Description</u>	<u>FY 2012 (est.)</u>
Audited 12/31/2010 Fund Balance	\$ 10,626,343
Operating Transfer from Corporate Fund 12/31/2011	\$ 4,506,104
Operating Transfer from Corporate Fund 12/31/2012	4,000,000
Real Estate Acquisition Expenditures as of 08/31/2011	(829,348)
Real Estate Acquisition Anticipated Expenditures as of 12/31/2011	(4,130,231)
Total Available for Appropriation	<u>\$ 14,172,868</u>

Appropriation

ACCT.		FY 2011	FY 2012	DIFFERENCE
<u>NO.</u>	<u>DESCRIPTION</u>	<u>Appropriation</u>	<u>Recommendation</u>	<u>INC./ (DECR)</u>
620010	Legal Services	\$ 100,000	\$ 100,000	\$ -
620120	State's Attorney Services	50,000	50,000	\$ -
680010	Land Acquisition	18,296,104	9,782,000	(8,514,104)
680030	Real Estate Professional Services	150,000	150,000	-
680050	Relocation Costs	-	-	-
	Total Expenses	\$ 19,385,000	\$ 10,082,000	\$ (8,514,104)

RELEVANT STATISTICS AND TRENDS

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012 (Proj.)</u>
Real Estate Acquisition Fund	\$ 11,402,774	\$ 4,125,045	\$ 6,380,636	\$ 3,079,636	\$ 4,590,868
Land Acquisition	8,100,000	16,625,000	19,085,000	16,085,000	9,782,000
Real Estate Professional Services	250,000	150,000	150,000	150,000	150,000

Acreage Acquired	5.000	200.524	81.007	66*
Acquisition Cost*	\$1,987,500	\$16,419,706*	\$6,301,000	\$7,020,800*
Cost / Acre	397,500	81,883	77,783	106,375*

*includes market value of donated parcels

*(\$13,291,066 had already been conveyed to Cook County pursuant to District Resolution #07-R-02-07-05)

*(As of 8/31/11)

<u>Active Acquisitions</u>	<u>Acres</u>	<u>Estimated Cost*</u>	<u>*Estimated Cost / Acre</u>
Burnham Prairie Addition	99.43	\$3,058,231	\$30,758
Other - Land Acquisition	289.94	\$9,782,000	\$33,738

* Estimated cost does not include attorneys, appraisals or other related acquisition fees.

**FOREST PRESERVE DISTRICT OF COOK COUNTY, ILLINOIS
BOND & INTEREST FUND
DEBT SERVICE SCHEDULE AND RELATED TAX LEVY
FOR FISCAL YEAR BEGINNING JANUARY 1, 2012**

Fiscal Year	Master Loan Agreement	2001A Refunding Bonds	2001B Refunding Bonds	2004 GO Bonds	Total for Existing Debt
2012		\$2,716,656	\$1,088,438	\$8,196,212	\$12,001,306
2013		\$991,125	\$2,852,572	\$8,197,587	\$12,041,284
2014		\$991,250	\$2,849,838	\$8,195,537	\$12,036,625
2015		\$989,125	\$2,849,578	\$8,198,718	\$12,037,421
2016				\$8,197,200	\$8,197,200
2017				\$8,200,194	\$8,200,194
2018				\$8,199,812	\$8,199,812
2019				\$8,196,187	\$8,196,187
2020				\$8,197,469	\$8,197,469
2021				\$8,196,125	\$8,196,125
2022				\$8,195,125	\$8,195,125
2023				\$8,200,000	\$8,200,000
2023				\$8,200,000	\$8,200,000
Total	\$0	\$5,688,156	\$9,640,425	\$106,570,166	\$121,898,747

*The amount of \$12,001,306.00 represents the debt service anticipated in FY 2012.

The actual debt amount is a combination of the tax levy from the prior year, 2nd installment and 1st installment of current year.

**Forest Preserve District
Monetary Awards**

Grantor	Project	Project Cost	Award Amount	FPD Match	3rd Party Match	Pre 2010	2010	2011	Post 2011	FUNDS TO CONTRACTOR
GRANTS - 2006										
CorLands	Bergman Slough Wetland Enhancement	\$225,000	\$225,000	\$0						\$225,000
Army Corps of Engineers (Mitigation)	Cal-Sag Restoration Project	\$1,400,000	\$1,400,000	\$0						\$1,400,000
Army Corps of Engineers (Mitigation)	Sand Ridge Nature Preserve Restoration	\$100,000	\$100,000	\$0						\$100,000
Army Corps of Engineers (Mitigation)	Spring Creek Restoration	\$400,000	\$400,000	\$0						\$400,000
GRANTS - 2007										
IDOT - CMAQ	Thorn Creek Bicycle Trail	\$5,612,419	\$4,489,935	\$1,122,484			\$684,880		\$3,805,055	\$147,174
IDOT - ITEP	Cal-Sag Bicycle Trail - West	\$245,290	\$196,232	\$49,058					\$49,058	
GRANTS - 2008										
Army Corps of Engineers - 206	Orland Grassland Wetland Restoration	\$4,527,000	\$4,527,000	\$0						\$4,527,000
O'Hare Mitigation Funds	Tinley Creek Wetland Restoration	\$4,500,000	\$4,500,000	\$0						\$4,500,000
IDOT - CMAQ	Cal-Sag Bicycle Trail - East	\$77,885	\$62,308	\$15,577						\$62,308
IDOT - CMAQ	North Branch Bicycle Trail Extension	\$4,030,000	\$3,224,000	\$806,000					\$3,224,000	
GRANTS - 2009										
Army Corps of Engineers - O'Hare Mitigation Funds	Deer Grove Wetland Restoration	\$4,500,000	\$4,500,000	\$0						\$4,500,000
Army Corps of Engineers IDNR-OSLAD	Dan McMahon Fen Restoration	\$1,500,000	\$1,500,000	\$0						
	Burnham Prairie Addition	\$2,300,000	\$1,150,000	\$1,150,000					\$1,150,000	
GRANTS - 2010										
US Fish & Wildlife Service	Willow Sanders Habitat Restoration	\$37,000	\$37,000	\$0					\$37,000	
Army Corps of Engineers	Orland Grassland Restoration	\$2,670,000	\$2,670,000	\$0						\$2,670,000
Army Corps of Engineers	Spring Creek Tile Survey	\$300,000	\$300,000	\$0						\$300,000
Army Corps of Engineers	Deer Grove West Wetland Restoration	\$4,500,000	\$4,500,000	\$0						\$4,500,000
GRANTS - 2011										
Illinois Conservation Foundation	Nature is Accessible at the Little Red Schoolhouse Nature Center	\$1,940	\$970	\$970						
USDA NRCS - GLRI Funds	Powderhorn Prairie	\$80,803	\$40,000	\$40,803						
GRAND TOTAL										
GRAND TOTAL		\$29,417,594	\$26,274,475	\$3,143,119	\$0	\$0	\$684,880	\$0	\$8,228,113	\$15,861,482

ACTIVE GRANT PROJECT DESCRIPTIONS

1999

The Illinois Department of Natural Resources, Open Space Land Acquisition and Development Grant program awarded \$600,000 to the **Wentworth Prairie Acquisition** to acquire approximately 40 acres of land known as the Wentworth Prairie, a high quality natural area located along the Burnham Greenway in south east Cook County. By acquiring this site, the District will protect a unique natural resource and provide residents with the opportunity to experience and learn about a remnant of the native Illinois landscape. It is home to 100 native plant species including several conservative species and contains a significant amount of wetlands.

2000

The Illinois Department of Transportation, TEA-21 awarded \$2,110,840 to the **Centennial Trail**. Funds are being used to engineer and construct an 18-mile bicycle trail. Centennial Trail borders extensive forest and wetlands, and weaves between three historic waterways within the National Heritage Corridor: the Des Plaines River, the Sanitary and Ship Canal, and the Illinois Michigan Canal.

The Illinois Department of Transportation, TEA-21 awarded \$1,453,918 to the **Paul Douglas/Crabtree Bicycle Trail**. Funds are being used to construct a 5.4-mile bicycle trail. Construction of this trail will complete a 7.4-mile loop around the Paul Douglas/Crabtree Preserve. Paul Douglas/Crabtree Bicycle Trail compliments the regional greenway network envisioned in the Northeastern Illinois Regional Greenway Plan in Northwest Cook County.

2001

The Illinois Department of Natural Resources / Open Space Land Acquisition and Development Grant program awarded \$750,000 to the **Penny Rd. Connection-Spring Lake Greenway** to acquire 23 acres in northwestern Cook County. This connection would provide extensive outdoor recreation opportunities for the public and an important greenway corridor for wildlife populations. It would also provide an opportunity to link four preserves, totaling approximately 12,700 acres, through existing and planned trail connections. Both, terrestrial and aquatic wildlife would benefit tremendously from the acquisition of this site. It would preserve valuable wetland habitat and provide protection to Spring Creek (one of three of the highest quality streams in the County).

2002

The US Environmental Protection Agency awarded \$170,000 to the **Calumet City Prairie Enhancement Project**. Funds will be used to; develop a volunteer recruitment and education program, and to restore the 31-acre site through prescribed burns, selective herbiciding and mowing.

The Illinois Environmental Protection Agency, Clean Lakes Program awarded \$300,000 to the **Maple Lake Shoreline Restoration**. Funds are being used to stabilize the lake shoreline, and improve water quality and fish habitat, thus increasing recreational fishing opportunities and lake access.

2006

The **Corporation for Open Lands (CorLands)** awarded \$225,000 in wetland mitigation funds toward the **Bergman Slough Wetland Enhancement** to restore the hydrology and vegetation of 100 acres of former row crops, in the 250-acre preserve. The site is one of the few remaining high-quality prairie sloughs in Illinois, and is home to the state's first pair of nesting osprey in more than 100 years.

The **US Army Corps of Engineers** awarded \$1,400,000 in mitigation funding toward the **Dan McMahon Fen Restoration (Cal-Sag Wetland Restoration)**. This project will restore wet prairie and fen habitat. Hine's emerald dragonfly, white lady's slipper, black dash, and dion skipper are among the listed and watch list species that will benefit from an improved natural community.

The **USDI Fish & Wildlife Service** awarded \$30,000 toward the **Massasauga Habitat Restoration** project. Funds will be used to enhance a wet sedge meadow at the District's 90 acre Willow-Sanders management site.

The **Illinois Environmental Protection Agency** awarded \$14,000 toward the installation of erosion control structures on two (2) culverts and the restoration and stabilization of two (2) large gullies along the unpaved North Branch bicycle trail system, thus reducing sedimentation and improving water quality in the North Branch River.

The **US Army Corps of Engineers** awarded \$400,000 in mitigation funding toward the **Spring Creek Wetland Restoration** project.

The **Corporation for Open Lands (CorLands)** awarded 100,000 for the **Sand Ridge Nature Preserve Restoration** project. Sand Ridge Nature Preserve is one among a very few remnant sand prairie and savanna communities remaining within northeastern Illinois. More than 225 rare native species live within its 70 acres.

2007

The **Illinois Department of Transportation, CMAQ** program awarded \$4,489,000 for the engineering and construction of three (3) sections of trail which will complete the existing **Thorn Creek Trail** and connect it to the Old Plank Road Trail and the Burnham Greenway.

The **Illinois Department of Natural Resources, C2000** program awarded \$50,000 toward the **Dan McMahon Fen Restoration**. This project will restore wet prairie and fen habitat

The **Illinois Department of Transportation, ITEP** program awarded \$245,292 toward the **Cal/Sag Trail** project. This project is in collaboration with several agencies that are working on segments within their respective jurisdictions to ultimately connect the I&M Canal Trail to the Burnham Greenway

2008

The **Illinois Department of Transportation, CMAQ** program awarded \$3,224,000 toward the **North Branch Bicycle Trail Extension** project. The trail will be extended approximately four (4) miles to south, to connect to the Chicago's bicycle trail system at Gompers Park which connects to the Lakefront trail.

The **Army Corps of Engineers and the City of Chicago** awarded \$4,500,000 in **O'Hare Mitigation** funding toward the **Tinley Creek Wetland Restoration** project. This project will restore natural hydrological conditions - providing habitat and a refuge for wildlife and people.

The **US Army Corps of Engineers Federal 206** grant program awarded \$4,527,000 toward the **Orland Grassland Aquatic Ecosystem Restoration** project.

2009

The **US Army Corps of Engineers and the City of Chicago** awarded \$4,500,000 in **O'Hare Mitigation** funding toward the **Deer Grove East Wetland Restoration** project. This project will restore natural hydrological conditions - providing habitat and a refuge for wildlife and people.

The **US Army Corps of Engineers** awarded \$1,500,000 in mitigation funding toward the **Dan McMahon Fen Restoration (Cal-Sag Wetland Restoration)**. This project will restore wet prairie and fen habitat. Hine's emerald dragonfly, white lady's slipper, black dash, and dion skipper are among the listed and watchlist species that will benefit from an improved natural community

The **Illinois Department of Natural Resources / Open Space Land Acquisition and Development** grant program awarded \$1,115,000 toward the purchase of the **Burnham Prairie Addition**. This 77-acre parcel is adjacent to the Burnham Prairie Nature Preserve.

2010

The **Illinois Clean Energy Community Foundation** awarded \$128,000 toward the purchase of **Dolton Avenue Prairie**.

The **USDI Fish & Wildlife Service** awarded **\$37,000**. Funds will be used to enhance a wet sedge meadow at the District's 90 acre Willow-Sanders management site

The **US Army Corps of Engineers Federal 206** grant program awarded \$2,670,000 toward the completion of the **Orland Grassland Aquatic Ecosystem Restoration** project.
The **US Army Corps of Engineers** awarded \$300,000 toward the **Spring Creek Wetland** project.

The **US Army Corps of Engineers and the City of Chicago** awarded \$4,500,000 in **O'Hare Mitigation** funding toward the **Deer Grove West Wetland Restoration** project. This project will restore natural hydrological conditions - providing habitat and a refuge for wildlife and people.

2011

The **Illinois Conservation Foundation** awarded \$970 toward a "**Nature is Accessible**" program at the Little Red Schoolhouse Nature Center. The program provided activities that demonstrated that nature is accessible to young and adult visitors with special needs. Activities were appropriate for all audiences, integrating special needs visitors with general visitors.

The **USDA Natural Resource Conservation Service** through the Great Lakes Restoration Initiative awarded \$40,000 for restoration work at **Powderhorn Prairie**. A hydrologic study and removal of invasive species will promote ecological health for this site.

EMPLOYEE ANNUITY AND BENEFIT FUND

**FOREST PRESERVE DISTRICT OF COOK COUNTY, ILLINOIS
EMPLOYEE ANNUITY AND BENEFIT FUND
SUMMARY OF APPROPRIATIONS AND SOURCES THEREOF
FOR FISCAL YEAR BEGINNING JANUARY 1, 2012**

Required Property Tax Levy and contribution from Personal Property Replacement Taxes in the year 2012, for the purpose of providing the amount necessary to be contributed by the Forest Preserve District as employer.

	<u>FY 2012 Appropriation</u>
Property Tax Levy	\$ 2,869,336
PPRT	<u>\$319,169</u>
APPROPRIATION	\$ 3,188,505

	<u>Appropriation History</u>					
	2007	2008	2009	2010	2011	2012 (Proj.)
Employee Annuity	\$3,416,000	\$2,198,000	\$2,583,000	\$2,754,970	\$3,144,432	\$3,188,505

SELF INSURANCE FUND

SELF-INSURANCE FUND

This Internal Service Fund is established to account for the District's self-insurance related activities including accumulating a fund balance sufficient to meet future estimated claims and judgments, paying worker's compensation claims, tort judgments/settlements, and associated legal fees.

ACCT.		FY 2011	FY 2012	DIFFERENCE
NO.		APPROPRIATION	RECOMMENDATION	INC./ (DEC.)
<u>Available Funding Sources</u>				
410001	Fund Balance Contribution	\$0	\$0	\$0
590211	Operating Transfer In	\$3,000,000	\$3,000,000	\$0
530000	Investment Income	\$0	\$0	\$0
Total Funding Sources		\$3,000,000	\$3,000,000	\$0
<u>Expenditures</u>				
650010	Worker's Comp Claims/Judgments	\$1,500,000	\$1,300,000	(\$200,000)
650065	Unemployment Insurance	\$450,000	\$650,000	\$200,000
650100	Self Insurance	\$675,000	\$675,000	\$0
650120	State's Attorney Services	\$375,000	\$375,000	\$0
Total Expenditures		\$3,000,000	\$3,000,000	\$0
Net Savings (Loss)		\$0	\$0	\$0

ZOOLOGICAL FUND

CHICAGO ZOOLOGICAL SOCIETY AND BROOKFIELD ZOO

*The mission of the Chicago Zoological Society,
which manages Brookfield Zoo,
is to inspire conservation leadership
by connecting people with wildlife and nature*



CHICAGO ZOOLOGICAL SOCIETY AND BROOKFIELD ZOO: AN INTRODUCTION TO THE 2012 FOREST PRESERVE BUDGET DOCUMENT

The mission of the Chicago Zoological Society is to inspire conservation leadership by connecting people with wildlife and nature.

A conservation organization for everyone

The Chicago Zoological Society's founders realized that the relationship between animals and humans is reciprocal. Animals in zoos serve as wildlife ambassadors, bringing the whole wild world to an urban public. In turn, humans become animal advocates, taking action to ensure wildlife conservation and the future of threatened species.

In 2011, more than two million people visited Brookfield Zoo to connect with and be inspired by nature and wildlife. Visits to places like the forest preserves of Cook County, the Chicago Botanic Garden, and Brookfield Zoo are more important than ever as the percentage of our population living in highly urbanized areas has never been higher.

With support from the Forest Preserve District of Cook County, the Chicago Zoological Society invests heavily in diverse communities and people, ensuring community-based relevance of our programs and public enjoyment of our facilities. Indeed, if the conservation education movement is going to be successful, it must speak to and hear from every community and income level while being inclusive of people with different abilities.

Brookfield Zoo continues to be a destination that children and families in Cook County can access at no cost. By checking out a zoo pass at any Chicago or Suburban Public Library, families can enter the zoo for free and go eye-to-eye with a 1,000-pound polar bear or learn about the impact of climate change on polar animals.

In addition to library passes and 60 free admission days, the Society also distributes hundreds of thousands of free passes to families from economically distressed neighborhoods, veterans' groups, people adversely impacted by the economic downturn, organizations that serve and advocate for people with different abilities and mental illnesses, and many more.

Through pioneering initiatives at Brookfield Zoo and in communities throughout Cook County, we are not only inspiring future conservation leaders but also preparing and equipping today's students and citizens for tomorrow's jobs. From Englewood to Pilsen, the Chicago Zoological Society's impact has never been greater.

Galvanizing and cultivating the next generation of scientists, biologists, zoologists, and conservationists also involves utilizing the natural learning laboratory of Brookfield Zoo, where children and families can connect with nature and wildlife. It also means reaching out to those who otherwise could not enjoy our facilities with community-based initiatives.

Building upon CZS's successful community investment strategy and its institutional values of diversity and inclusion, an audience development committee was formed to assess opportunities to welcome even more diverse children and families to Brookfield Zoo as guests and as members. As a result of this strategy, which included community-based African-American and Latino focus groups, more diverse guests and members are visiting and supporting Brookfield Zoo than ever before.

The Chicago Zoological Society has invested in diverse communities and people; worked to galvanize future scientists and conservationists; provided Chicago Public Schools teachers with new tools to teach science and improve science learning; and welcomed more diverse families as guests to and members of Brookfield Zoo.

Now, CZS looks to build upon the success of its multiyear community investments and long-standing institutional values by launching an aggressive effort to become a recognized leader among cultural institutions for diversity among its staff and suppliers.

In 2011, Chicago Zoological Society trustees launched a Diversity Task Force in partnership with CZS staff, Cook County officials, and a supplier diversity consultant. The task force assembled a five-year strategic plan that will align CZS's diversity goals with those of Cook County.

At CZS, people of color represent 30% of the workforce. Women account for more than 60% of positions. In 2011, 29% of 21 permanent full-time positions were filled by African-American, Latino, or Asian applicants. While these figures are encouraging, the Chicago Zoological Society—through its Diversity Task Force—is working to achieve better results in part through enhancing the diversity of CZS's applicant pool and, subsequently, the organization's full-time staff.

At Brookfield Zoo, the Chicago Zoological Society challenges zoo-goers to transcend their role as guests to become environmental stewards. To activate a conservation movement that can save our planet, we must discover new ways to attract individuals who do not traditionally visit zoos, as well as engage, educate, and inspire deep within our own Cook County neighborhoods and across the globe. By continuing and strengthening our powerful and successful partnerships with the Forest Preserve District of Cook County and Chicago Botanic Garden, we can inspire children and families to take conservation action; train new leaders who will then train others; and explore new languages and new media.

Just as it has since 1921, the Chicago Zoological Society remains grateful for the support it receives from the Forest Preserve District of Cook County and for the opportunities to work collaboratively to inspire conservation leadership across all communities.

CHICAGO ZOOLOGICAL SOCIETY / BROOKFIELD ZOO

2011 Institutional Accomplishments

The Chicago Zoological Society (CZS) is currently implementing a five-year (2010-2015) strategic plan on a path to engage people and families in a manner that improves their relationship with wildlife and reduces our collective impact on the natural world.

The five-year strategic plan will advance CZS's mission through its two centers of excellence: the Center for the Science of Animal Welfare (CSAW) and the Center for Conservation Leadership (CCL). In 2011, CSAW expanded innovative traditions by developing and testing the standards and scientific theories for the nascent science of animal welfare. This included advancements and breakthroughs in the fields of veterinary science, behavioral and health monitoring tools to measure animal welfare, optimal behavioral enrichment, endocrinology, and animal husbandry. Our leadership in this field among the 210 accredited zoological institutions of the Association of Zoos and Aquariums continues to receive international recognition.

The Center for Conservation Leadership continues to focus on expanding education and outreach programs in Cook County and providing relevant opportunities for teachers, students, and people in underserved communities while embracing the resonant and diverse voices of the region.

Institutional accomplishments for 2011 are highlighted through the Chicago Zoological Society's four institutional pillars: Innovations and Excellence in Conservation Leadership and Animal Welfare; Extraordinary Guest Experiences; Institution of Choice / Commitment to Diversity; and Sustainable Financial Future.

Innovations and Excellence in Conservation Leadership and Animal Welfare

Conservation Leadership

Green-CAP Community Action Days

In Pilsen and Little Village, the Chicago Zoological Society's Latino Advisory Board and members of the community launched Green-CAP, a conservation rewards program developed by and for the community. By participating in CZS's Green-CAP initiative, members of the community are encouraged to take conservation action by attending "clean and green" events, participating in the Zoo Adventure Passport program, and installing CFL bulbs at home. Participants then earn points that can be redeemed on an annual basis for green rewards that include rain barrels, Brookfield Zoo memberships, or behind-the-scenes animal tours at Brookfield Zoo.

Groundbreaking climate change education initiative launched

In 2011, the Chicago Zoological Society (CZS) launched our Climate Literacy Initiative with funding from a National Science Foundation planning grant (one of 15 such grants awarded to over 400 applicants). This groundbreaking initiative will help educate 25 million zoo and aquarium visitors in 15 cities around the country.

CZS is leading a collaboration of zoological, education, science, and research specialists in developing plans for a national Climate Literacy Zoo Education Network (CliZEN). The initiative, which is the first of its kind for zoos, will explore new approaches to science education by connecting zoo and aquarium visitors to polar animals—including polar bears—whose lives are threatened by climate change.

Hamill Family Play Zoo celebrates 10 years

One of the country's first major zoo experiences designed to foster a child's curiosity and sense of caring for nature celebrated its 10th birthday in June. Hamill Family Play Zoo, a revolutionary learning center at Brookfield Zoo, has helped redefine how early childhood play can give children the tools they need to build a strong connection with animals and nature.

Since Hamill Family Play Zoo opened in June 2001, millions of children and their families have experienced

the fun of learning by touching animals, planting and tending a garden, examining animal X-rays, finger painting with mud, painting their face, discovering insects, and building habitats as they imagine what it is like to be an animal.

The creation of Hamill Family Play Zoo also began CZS's leadership in an emerging field of study called "conservation psychology." This field explores what motivates people to care about and take action to protect nature, with a focus on how to encourage conservation of the natural world.

Brookfield Zoo science fair inspires students

In February, students from six Chicago Public Schools participated in the Chicago Zoological Society's second annual science fair at Brookfield Zoo. The science fair was held as part of CZS's groundbreaking Levels of Engagement program, which offers CPS educators professional development and training.

CZS recognized by Polar Bears International as "Champion for Polar Bears"

Polar Bears International (PBI) presented its prestigious "Champion for Polar Bears" award to the Chicago Zoological Society, recognizing CZS for its acclaimed climate awareness programs and polar bear initiatives at Brookfield Zoo.

PBI recognized CZS for a host of climate-friendly initiatives, including giving Brookfield Zoo guests an unprecedented eye-to-eye view of wildlife in Great Bear Wilderness, the most ambitious exhibit undertaking in the zoo's history. The exhibit meets the rigorous and highest standards set forth by Manitoba for exhibiting and caring for polar bears.

Free passes for great causes

As apart of CZS's audience development strategy, the organization leverages its relationships with community-based organizations throughout the Chicago area to connect people with nature and wildlife at Brookfield Zoo and to assist those organizations in achieving their missions. In 2010 alone, CZS distributed 350,000 free passes to over 20 community-based organizations in underserved neighborhoods. Overall, 248,689 free passes were redeemed from this and other efforts, up from 188,219 in 2009 (and 34,059 in 2003).

Animal Welfare

Maggie Orangutan turns 50

Staff and guests to Brookfield Zoo celebrated a milestone birthday in July as Maggie, a Bornean orangutan, turned 50.

Born at San Diego Zoo in 1961, Maggie is the fifth oldest Bornean orangutan currently living worldwide and the second oldest Bornean orangutan living in an accredited North American zoo.

Four addax antelope born

Four addax calves were born at Brookfield Zoo in 2011. Addax are a critically endangered species with less than 300 remaining in their native Africa. Brookfield Zoo has exhibited addax since 1935 and, in 1941, was the first zoo in North America to have an addax birth. Since the arrival of the first breeding pair, 140 addax have been born at Brookfield Zoo.

Wild dogs flourish

In spring 2011, crowds flocked to Brookfield Zoo's Habitat Africa! The Savannah to see a new litter of 10 African wild dog puppies. These births were celebrated not only at Brookfield Zoo but around the world, as African wild dogs are critically endangered.

African wild dogs, also known as painted dogs, have been part of Brookfield Zoo's animal collection since 1985. In addition to the most recent litter of 10 pups, two other successful litters have been born at the zoo—one in 1998, which had five pups, and another in 2000, which had four pups. Currently, 120 wild dogs live in 37 North American zoos accredited by the Association of Zoos and Aquariums. Brookfield Zoo is one of 11 zoos to have a breeding group.

Rare okapi calf born

A rare okapi calf was born in April at Brookfield Zoo's Habitat Africa! The Forest.

In 1959, Brookfield Zoo was the first institution in North America to have an okapi birth. Since then, there have been 30 okapi, including the most recent calf, born at the zoo. In addition to supporting okapi research in the wild, CZS has become a leader in okapi breeding, with staff writing the husbandry manual, which guides the care of okapi in zoos. The zoo is also a participant in the Association of Zoos and Aquariums' Okapi Species Survival Plan (SSP). An SSP is a cooperative population management and conservation program for select species in zoos and aquariums in North America. Each SSP manages the breeding of a species in order to maintain a healthy and self-sustaining population that is both genetically diverse and demographically stable.

Cookie turns 78

In June, Cookie Cockatoo made a special appearance for his 78th birthday celebration. Cookie, a Major Mitchell's cockatoo, is the zoo's oldest resident and the only animal at Brookfield Zoo that is from the original collection, dating back to the zoo's opening in 1934. He has been retired and permanently off exhibit since September 2009 but makes public appearances for his birthday.

Because of his advanced age and several medical maladies, including osteoarthritis and osteoporosis, Cookie has been enjoying himself off exhibit with his keepers, who give him a lot of attention and provide him with a variety of enrichment items to occupy his time and stimulate his mind. Additionally, on warmer days, keepers are able to bring him outdoors for play sessions.

Cookie is well beyond the average life span for his species. He arrived at Brookfield Zoo from Taronga Zoo in Australia at the age of one. The next oldest bird of this species in a facility is a 32-year-old female at Paradise Wildlife Sanctuary in England. Currently, there are 124 Major Mitchell's cockatoos in zoos or other facilities worldwide. Only 13 North American zoos, including Brookfield Zoo, have this species in their animal collections.

Extraordinary Guest Experiences

Guest satisfaction ratings by visitors to Brookfield Zoo have never been higher. Building off of a guest-centric approach to the zoo experience, CZS added or enhanced a number of guest experiences to increase animal visibility and offer better concession and restaurant services and more opportunities to learn about conservation and connect with wildlife. These included:

- Addition of Przewalski's horses to the 31st Street yards, marking a return of this critically endangered species to Brookfield Zoo.
- Refreshed and updated restaurant and restroom facilities.
- New "big cat feeds" that allow zoo guests to observe keepers feeding African lions.
- A new zip line structure for wild dogs to exhibit natural behaviors.
- More diverse staff in Roving Naturalist and Motor Safari narrator positions.
- Celebration of 50 years of dolphins at Brookfield Zoo.

Institution of Choice / Commitment to Diversity

CZS continues to make progress in building a high-performing, inclusive culture while attracting and retaining diverse talent for positions at all levels.

In 2010, a comprehensive diversity initiative was launched to increase diversity among CZS staff and vendors. Guiding these efforts are CZS trustees and Management Team members who formally established the Diversity Task Force in 2011. Task Force members have retained a supplier diversity consultant and collaboratively worked to produce a five-year strategic plan for diversity. With continued support from CZS staff, Cook County, and the supplier diversity consultant, CZS will align its diversity goals with those of the county and be a recognized leader in inclusion and diversity among its staff, vendors, board, guests, and volunteers.

In addition, CZS continues to improve its recruitment process and pipeline in order to increase applicant flow and further diversify its applicant pool. For example, through a formal partnership with the Hispanic Alliance for Career Enhancement (HACE), CZS has posted jobs directly to HACE's Web site, in addition to accessing its member resume database, which is consistently searched for all full-time openings when they become available. CZS also entered into a partnership with DiversityJobs.com/Chicagojobs.com, which is utilized as an additional posting site for all available positions.

CZS continues its work on shaping a workforce culture of excellence by providing in-depth training for all managers and supervisors on the Society's core values of People, Results, Innovation, Diversity, and Enthusiasm (PRIDE).

Ensuring a Sustainable Financial Future

Built in the late 1920s and early 1930s, Brookfield Zoo has aging infrastructure and ongoing maintenance issues. Although more than \$80 million has been spent on capital needs since 2004, more is needed to ensure the zoo's ongoing accreditation and to make the zoo's physical facilities state-of-the-art, consistent with the continuing innovation that occurs in the Chicago Zoological Society's conservation and animal welfare programs.

Brookfield Zoo's sustainable future, however, depends on more than just capital initiatives. Attendance and related operating revenue growth are vital. Keeping the interest of zoo members and guests with new exhibits and events, together with driving new attendance to the zoo and in its award-winning programs, is part of the critical path to engage people in conservation action.

In 2011, the Chicago Zoological Society continued to make worthy, well-planned, and much-needed repairs to its aging infrastructure through a \$15.6 million capital grant from the State of Illinois. This timely support not only allows for significant repairs to the zoo's extensive mechanical, roofing, structural, plumbing, electrical, and HVAC systems but has also positioned CZS to avoid additional reductions to its staffing levels, which are currently at a 15-year low.

Notwithstanding bond-funded support from the State of Illinois and increased efforts to leverage private philanthropic support, there still remains a pressing and urgent need to fund repairs and replace 1930s-era zoo exhibits.

Since 1934, Brookfield Zoo has been a valuable asset to the people of Cook County. With the necessary infrastructure repairs, updates, and improvements, future visitors to the zoo will continue to have access to open exhibits and life-changing opportunities to connect with nature and wildlife.

CHICAGO ZOOLOGICAL SOCIETY / BROOKFIELD ZOO 2012 Institutional Goals

Innovations and Excellence in Conservation Leadership and Animal Welfare

Brookfield Zoo is a portal to nature: a place for knowledge, inspiration, and spiritual introspection; a place for families to have fun that leads to education, awareness, caring, and action.

Institutional goals for Innovations and Excellence in Conservation Leadership and Animal Welfare are shaped around increasing the scientific understanding of animal welfare, understanding people's motivations for conservation, ensuring the future viability of wild animal populations, embracing diverse voices of conservation, and providing attractive alternatives to engage people of all backgrounds in conservation.

Key 2012 goals include:

- Open new Conservation Leadership Center (CLC). The \$4 million CLC will serve as the epicenter for the Chicago Zoological Society's award-winning conservation education programs. The adaptive reuse of Reptile House will allow for increased classroom space for teachers and students.
 - Build the professional capital for conservation by engaging universities, graduate students, and postdoctoral professionals to develop new leaders in conservation research, animal welfare, and community-based field conservation.
 - Measure behavior change in zoo guests and track conservation action.
 - Strengthen the Climate Change Literacy Network of Zoos and Aquariums, as well as expand My Water Footprint projects to engage zoo visitors and members in significant conservation behaviors that have large cumulative impacts.
 - Engage Brookfield Zoo guests in opportunities to practice more sustainable consumer options and reduce their ecological footprint.
 - Develop "state-of-the-art" animal welfare assessment tools and strategies, including investigation of new concepts in measurement of welfare status.
 - Develop innovative facility and exhibit designs that provide increased animal welfare.
 - Increase the focus on animal training and enrichment in conjunction with research projects that measure the effectiveness of these programs.
 - Plan for 2nd International Symposium on Zoo Animal Welfare in 2013.
 - Develop new interpretative/educational technologies for biodiversity, energy, and water conservation. Utilize social media network, interactives, and other exhibit-based interpretives to meet learning needs of multicultural/multilingual audience.
 - Expand award-winning Levels of Engagement Chicago Public Schools professional development initiative for educators to 10 partner schools.
 - Expand Career Ladder for Youth Science Conservation Leadership program with dedicated modules in climate change interpretation and expand a network of three zoos implementing this program.
-
- Receive new Toyota Sienna van that was awarded by Toyota to CZS. The new van will replace a 20-year-old minivan that was subject to constant breakdowns. It will complement CZS's outreach efforts in diverse communities by providing staff with reliable transportation.
 - Fully launch the Society's inclusion initiative. The initiative includes supplier, zoo crew, and audience diversity. The 2012 supplier diversity combined goal is 10% for its first full year, with increases in subsequent years to reach a 2016 combined goal of 35%. In 2012, we will address staff diversity in part by reaching a goal of 15% of new hires from diverse backgrounds through proactive targeted recruitment. We will also better assess our efforts through the activation of our online application system. We will continue to refine our free pass program to libraries and community-based organizations to increase the return rate. We will continue Green-CAP, Kid's Club, and Youth Volunteer programs, ensuring diverse and underserved participation of families and youth.

Extraordinary Guest Experiences

Having fun is a strong prerequisite to learning. At Brookfield Zoo, the Chicago Zoological Society strives to "wow" its guests. With the zoo's more than two million annual visitors, an entertaining and educational visit is the key to engaging children, adults, and families with our animals, the programs we offer, the great science behind the zoo's face, incredible research initiatives, the conservation programs, and so much more. As a result of our customer service training and park improvements, our in-depth guest surveys have demonstrated a continuing significant improvement in guest satisfaction over the past eight years among all constituents.

Through private philanthropic support and public funding initiatives, including SB83, the Chicago Zoological Society has improved Brookfield Zoo's facilities and grounds, made the zoo more user-friendly, improved entry efficiency, dramatically increased staff-guest interactions, and broadened summertime special events.

Major 2012 goals include:

- Launch seasonal / temporary "Bugs" interactive exhibit that will drive attendance and allow zoo guests to learn about and connect with invertebrates.

- Begin Phases II and III of 31st and Golfview parking and traffic improvement project. This \$4.2 million project, funded with state and federal support, will help improve traffic flow into the zoo's Main Lot, where 80% of zoo guests park.
- Continued upward swing in guest satisfaction ratings. Over the past three years, guest satisfaction surveys have indicated that zoo members and guests are giving high marks for their zoo visits, an indication that the Chicago Zoological Society's customer-driven efforts to keep guests' needs top of mind are working.

Institution of Choice / Commitment Diversity

Achieving a culture dedicated to excellence is a top priority of the Chicago Zoological Society. In order to remain competitive, attract top talent, and reach strategic outcomes, CZS is defining and creating a more results-oriented, high-performance culture. Creating a "one institution" culture mindset will ensure that all stakeholders, including staff and volunteers, are aligned and pulling in the same direction and will allow everyone to achieve the organizational change and the culture required by CZS's strategic outcomes.

In 2012, CZS will continue to implement its five-year strategic plan for diversity while continuing to work with its supplier diversity consultant and county officials to position CZS as a leader in inclusion and diversity among its staff, vendors, volunteers, board, and guests. This also includes working with organizations and affinity groups that serve diverse audiences to increase the diversity of CZS's talent pool in conservation, animal programs, and other areas while providing internships and other training programs.

In addition, staff training on CZS's PRIDE values and zoowide expectations will be completed in 2012.

Ensuring a Sustainable Financial Future

To ensure a sustainable future for Brookfield Zoo, stakeholders must focus on the adequacy of infrastructure, attendance, and institutional financial strength and performance. Through a previous bond initiative (SB83), the Forest Preserve District, Chicago Botanic Garden, and Brookfield Zoo were all able to make worthy, well-planned, and much-needed repairs to the aging infrastructures of their respective facilities.

At Brookfield Zoo, \$45 million in critical repairs must be made to the zoo's 1920s-era infrastructure over the next four years. Chicago Zoological Society staff continue to work to leverage private philanthropic support in the midst of a down economy to replace 1920s-era exhibits, and we have invested nearly \$80 million in capital repairs and improvements since 2005. Nevertheless, elimination of the remaining \$45 million in capital maintenance problems in the zoo's infrastructure must be a priority for the coming 4 years. Capital repairs and new exhibits drive attendance, support Brookfield Zoo's role as one of the great conservation leadership centers of North America, and fully support the conservation mission of the Chicago Zoological Society.

In 2012, the Chicago Zoological Society will spend down the last remaining funds from a \$15.6 million state capital grant.

One of the primary goals for 2012 is to work closely with the Forest Preserve District of Cook County and its President, General Superintendent, and Commissioners to leverage bond-funded support for the FPD, Chicago Botanic Garden, and Brookfield Zoo.

**FOREST PRESERVE DISTRICT OF COOK COUNTY ILLINOIS
ZOOLOGICAL FUND**

	2011	2011	2012
	APPROPRIATION	ESTIMATED OUTCOME	RECOMMENDATION
<u>Revenues</u>			
Merchandise and Concessions	13,066,410	11,403,421	13,160,167
General Admissions and Parking	7,367,546	6,839,354	7,777,655
Membership and Animal Adoption	10,345,501	10,193,493	10,568,362
Unrestricted Contributions and Sponsorships	4,844,870	5,266,203	4,641,897
Special Attractions and In-Park Transportation	3,067,994	2,825,036	4,339,286
Catering and Special Events	3,279,989	3,198,766	3,313,500
Education and Other Income	1,772,021	1,206,793	1,505,654
Endowment Investment Income	547,250	472,019	637,250
Release of Restricted Program Contributions	1,808,437	2,482,281	2,454,492
Total Society Program Income	\$46,100,018	\$43,887,366	\$48,398,263
Gross Tax Levy for Chicago Zoological Society	14,884,927	14,884,927	14,884,927
Reserves for Deferred Collections and Refunds	(744,246)	(744,246)	(744,246)
Deferred Collections (Prior Year Taxes)	100,000	100,000	100,000
Personal Property Replacement Tax	615,000	615,000	615,000
Reserves against Pers. Prop. Replacement Tax	0	0	0
Total Revenue	\$60,955,699	\$58,743,047	\$63,253,944
<u>Expense</u>			
Animal Programs	13,848,273	12,930,689	14,185,838
Buildings and Grounds	10,919,518	10,331,189	10,345,240
Conservation Education and Training	4,772,746	5,560,321	5,670,561
Administration and Security	8,073,266	8,425,277	8,494,534
Guest Services	14,056,373	12,918,047	14,518,446
Marketing, Public Relations and Design	4,775,541	4,668,467	4,823,068
Development, Membership and Gov't Relations	4,509,982	3,909,057	5,216,257
Repayment of General Operating Fund Deficit	0	0	0
Total Expenses	\$60,955,699	\$58,743,047	\$63,253,944
Net	\$0	\$0	\$0

**THE CHICAGO ZOOLOGICAL SOCIETY
SUMMARY OF APPROPRIATIONS**

	2011	2011	2012
	APPROPRIATION	ESTIMATED	RECOMMENDATION
<u>REVENUES</u>		OUTCOME	
Chicago Zoological Society Contribution	\$46,100,018	\$43,887,366	\$48,398,263
Gross Property Tax Levy	14,884,927	14,884,927	14,884,927
Reserve for Deferred Collections and Refunds	(744,246)	(744,246)	(744,246)
Deferred collections (Prior Year Taxes)	100,000	100,000	100,000
Personal Property Replacement Tax	615,000	615,000	615,000
Reserve against Pers. Prop. Replacement Tax	0	0	0
Total Appropriations	\$60,955,699	\$58,743,047	\$63,253,944
<u>EXPENSES</u>			
Salaries and Wages	\$30,549,733	\$28,842,043	\$30,623,065
Benefits	8,250,021	8,191,244	9,175,153
Total Personnel Expenses	\$38,799,754	\$37,033,287	\$39,798,218
Supplies	3,136,929	3,033,532	3,283,130
Operating Expenses	8,016,378	8,422,083	8,944,978
Equipment	1,518,697	1,608,321	1,903,895
Cost of Sales	4,215,529	3,713,362	4,514,735
Animal Food and Transport	1,036,069	1,016,044	1,005,490
Utilities	3,043,527	2,749,378	2,573,028
General Expenses	477,216	451,139	513,870
Insurance	711,600	715,901	716,600
Repayment of General Operating Fund Deficit	0	0	0
Total Expenses	\$60,955,699	\$58,743,047	\$63,253,944
Net Surplus / (Deficiency)	\$0	\$0	\$0

BROOKFIELD ZOO STATISTICS

	<u>Annual Attendance</u>
2008	2,076,048
2009	2,228,675
2010	2,283,065
2011 (Proj.)	2,026,582
2012 (Proj.)	2,398,061

THE CHICAGO ZOOLOGICAL SOCIETY

ANIMAL PROGRAMS

	2011	2011	2012
	APPROPRIATION	ESTIMATED	RECOMMENDATION
<u>Expenses</u>		OUTCOME	
Salary/ Wages	\$8,497,976	\$7,861,025	\$7,981,252
Benefits	2,464,638	2,387,516	2,595,136
Total Personnel Expenses	\$10,962,614	\$10,248,541	\$10,576,388
Supplies	729,337	593,620	747,742
Operating Expenses	956,074	917,676	1,638,961
Equipment	129,400	120,091	183,315
Animal Food and Transport	1,036,069	1,016,044	1,005,490
Utilities	20,539	20,245	20,447
General Expense	14,240	14,472	13,495
Total Operating Expenses	\$2,885,659	\$2,682,148	\$3,609,450
Total Program Expenses	\$13,848,273	\$12,930,689	\$14,185,838

THE CHICAGO ZOOLOGICAL SOCIETY

BUILDINGS AND GROUNDS

	2011	2011	2012
	APPROPRIATION	ESTIMATED	RECOMMENDATION
<u>Expenses</u>		OUTCOME	
Salary/ Wages	\$5,250,535	\$4,958,622	\$5,005,416
Benefits	1,535,777	1,486,572	1,599,459
Total Personnel Expenses	\$6,786,312	\$6,445,194	\$6,604,875
Supplies	750,566	768,204	772,594
Operating Expenses	670,545	622,750	636,720
Equipment	203,882	195,020	218,587
Utilities	2,505,578	2,298,283	2,110,264
General Expenses	2,635	1,738	2,200
Total Operating Expenses	\$4,133,206	\$3,885,995	\$3,740,365
Total Program Expenses	\$10,919,518	\$10,331,189	\$10,345,240

**THE CHICAGO ZOOLOGICAL SOCIETY
CONSERVATION EDUCATION AND TRAINING**

	2011	2011	2012
	APPROPRIATION	ESTIMATED	RECOMMENDATION
<u>Expenses</u>		OUTCOME	
Salary/ Wages	\$2,810,076	\$3,099,852	\$3,097,700
Benefits	824,222	929,390	961,863
Total Personnel Expenses	\$3,634,298	\$4,029,242	\$4,059,563
Supplies	241,826	289,649	290,118
Operating Expenses	850,551	1,117,567	1,167,889
Equipment	24,796	103,054	132,476
Utilities	12,488	14,337	13,275
General Expenses	7,187	4,903	5,640
Insurance	1,600	1,569	1,600
Total Operating Expenses	\$1,138,448	\$1,531,079	\$1,610,998
Total Program Expenses	\$4,772,746	\$5,560,321	\$5,670,561

**THE CHICAGO ZOOLOGICAL SOCIETY
ADMINISTRATION AND SECURITY**

	2011	2011	2012
	APPROPRIATION	ESTIMATED	RECOMMENDATION
<u>Expenses</u>		OUTCOME	
Salary/ Wages	\$4,393,086	\$4,045,208	\$4,248,456
Benefits	<u>1,357,312</u>	<u>1,346,471</u>	<u>1,505,551</u>
Total Personnel Expenses	\$5,750,398	\$5,391,679	\$5,754,007
Supplies	237,809	186,682	219,935
Operating Expenses	859,222	1,580,123	1,106,895
Equipment	576,030	609,904	759,508
Utilities	27,773	29,210	27,944
General Expenses	18,534	18,738	18,495
Insurance	<u>603,500</u>	<u>608,941</u>	<u>607,750</u>
Total Operating Expenses	\$2,322,868	\$3,033,598	\$2,740,527
Total Program Expenses	\$8,073,266	\$8,425,277	\$8,494,534

**THE CHICAGO ZOOLOGICAL SOCIETY
GUEST SERVICES**

	2011	2011	2012
	APPROPRIATION	ESTIMATED	RECOMMENDATION
<u>Expenses</u>		OUTCOME	
Salary/ Wages	\$6,298,709	\$5,886,847	\$6,383,924
Benefits	<u>1,088,028</u>	<u>1,081,773</u>	<u>1,190,548</u>
Total Personnel Expenses	\$7,386,737	\$6,968,620	\$7,574,472
Supplies	338,261	352,201	409,060
Operating Expenses	1,181,842	1,052,460	1,141,446
Equipment	363,336	352,093	388,177
Cost of Sales	4,215,529	3,713,362	4,514,735
Utilities	459,991	369,994	379,840
General Expenses	4,177	3,926	3,466
Insurance	<u>106,500</u>	<u>105,391</u>	<u>107,250</u>
Total Operating Expenses	\$6,669,636	\$5,949,427	\$6,943,974

Total Program Expenses	\$14,056,373	\$12,918,047	\$14,518,446
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**THE CHICAGO ZOOLOGICAL SOCIETY
MARKETING, PUBLIC RELATIONS AND DESIGN**

	2011	2011	2012
	APPROPRIATION	ESTIMATED	RECOMMENDATION
<u>Expenses</u>		OUTCOME	
Salary/ Wages	\$1,662,038	\$1,607,255	\$1,616,665
Benefits	483,348	491,225	540,214
Total Personnel Expenses	\$2,145,386	\$2,098,480	\$2,156,879
Supplies	244,828	231,509	272,440
Operating Expenses	2,231,793	2,197,626	2,240,933
Equipment	25,983	25,256	30,882
Utilities	7,164	7,315	7,128
General Expenses	120,387	108,281	114,806
Total Operating Expenses	\$2,630,155	\$2,569,987	\$2,666,189
Total Program Expenses	\$4,775,541	\$4,668,467	\$4,823,068

**THE CHICAGO ZOOLOGICAL SOCIETY
DEVELOPMENT, MEMBERSHIP AND GOV'T RELATIONS**

	2011	2011	2012
	APPROPRIATION	ESTIMATED	RECOMMENDATION
<u>Expenses</u>		OUTCOME	
Salary/ Wages	1,637,313	\$1,383,234	2,289,652
Benefits	\$496,696	468,297	\$782,382
Total Personnel Expenses	\$2,134,009	\$1,851,531	\$3,072,034
Supplies	594,302	611,667	571,241
Operating Expenses	1,266,351	933,881	1,012,134
Equipment	195,270	202,903	190,950
Utilities	9,994	9,994	14,130
General Expenses	310,056	299,081	355,768
Total Operating Expenses	\$2,375,973	\$2,057,526	\$2,144,223
Total Program Expenses	\$4,509,982	\$3,909,057	\$5,216,257

**THE CHICAGO ZOOLOGICAL SOCIETY
SUMMARY OF REVENUE**

	2012	CHICAGO	FOREST
	PROGRAM	ZOOLOGICAL	PRESERVE
	EXPENSE	SOCIETY	DISTRICT'S
		CONTRIBUTION	CONTRIBUTION
Animal Programs	\$14,185,838	\$5,880,878	\$8,304,960
Buildings and Grounds	\$10,345,240	3,550,273	6,794,967
Conservation Education and Training	\$5,670,561	5,270,561	400,000
Administration and Security	\$8,494,534	8,494,534	0
Guest Services	\$14,518,446	14,518,446	0
Marketing, Public Relations and Design	\$4,823,068	4,823,068	0
Development, Membership and Gov't Relations	\$5,216,257	5,216,257	0
Repayment of General Operating Fund Deficit	0	0	0

ZOOLOGICAL FUND

The District levies, collects and remits taxes to the Zoological Society which operates Brookfield Zoo. Brookfield Zoo opened in 1934 on 216 acres. The District owns the land and facilities. The total 2012 estimated expenditures of the Zoological Fund is projected to be \$63.3 million. The Zoological Fund represents 23.5 percent of the total proposed 2012 Appropriation.

Zoological Summary of Appropriations

2007	2008	2009	2010	2011	2012 Projection
55,856,212	59,515,921	62,889,471	59,772,551	60,955,699	63,253,944

Zoological Summary of Tax Levies

2007	2008	2009	2010	2011	2012 Projection
14,168,025	14,884,927	14,884,927	14,884,927	14,884,927	14,884,927

BOTANIC GARDEN FUND

CHICAGO BOTANIC GARDEN

“The mission of the Chicago Botanic Garden is to promote the enjoyment, understanding and conservation of plants and the natural world.”



CHICAGO BOTANIC GARDEN

"To promote the enjoyment, understanding and conservation of plants and the natural world"

The Chicago Botanic Garden is owned by the Forest Preserve District of Cook County and operated by the Chicago Horticultural Society. Open admission-free daily, the Chicago Botanic Garden is one of the great public gardens of the world and welcomes over 900,000 guests annually. Its membership of over 50,000 member families is the highest in the nation, if not the world.

The Garden is located on 385 acres of Forest Preserve District Land. One of the few botanic garden accredited by the American Association of Museums, the Garden is a living museum and features 24 display gardens, a 100 acre woodland, 15 acres of restored prairie and a river wetland habitat. The Garden's signature feature is its 81 acres of waterways and nine islands. More than four miles of walking trails, paths and bridges provide visitors with breathtaking views and vistas from which to view the collection of more than 2.3 million plants representing more than 9,450 taxa.

Education programs serve more than 80,000 students at all levels from school groups to professionals, in classes at the Garden and in Chicago, and in a unique graduate program with Northwestern University. The Joseph Regenstein, Jr. School of the Botanic Garden annually offers 500 adult education classes, 12 symposia and eight professional certificate programs. Approximately 5,000 students participate in these classes and programs. The School conducts programs with Northwestern University, Illinois Institute of Technology and the University of Illinois at Chicago. Nearly 50,000 people are served, without charge, annually through the Garden's Plant Information Service and the Lenhardt Library, which houses 30,000 books and periodicals, including one of the nation's premier collections of rare horticultural works. The Library, classrooms, labs, auditorium, exhibition space, meeting rooms and three public greenhouses are located in the Regenstein Center. A web site (www.chicagobotanic.org) provides access to the "Best Plants for Illinois" database as well as information on Garden events, programs and services.

Science education programs include day camp for pre-schoolers through 12-year-olds; summer science camps for middle and high school students; programs for scout groups; the Green Youth Farm and Windy City Harvest community gardening and jobs-training programs; teacher training; and school field trips. Public service is also advanced through the innovative and internationally recognized Horticultural Therapy Program, offered on-site and in-community locations throughout the greater Chicago area.

Research at the Garden is housed at the new Daniel F. and Ada L. Rice Plant Conservation Science Center. The Plant Science Center is a 38,000-square-foot laboratory building featuring a seed bank dedicated to preserving the native Midwest prairie, 16,000-square-feet of green roof gardens, offices, seminar rooms and a herbarium. The Center is unique in its accessibility to the public and its Gold certification from the U.S. Green Building Council for Leadership in Energy and Environmental Design. The Garden's four main areas of research are: Plant Conservation Biology to protect and preserve the endangered plants of the region; Ornamental Plant Development to evaluate and introduce ornamental plants particularly suited to the Midwest climate; Aquatic Plant and Urban Lake Studies to restore the Garden's lakes and demonstrate cutting-edge techniques to the public and private land managers; and Plant Collections focused on developing specialty collections of oak, spirea, aster, sedge, bonsai, aquatic and other types of plants. The Garden is a partner and member of Chicago Wilderness, Botanic Garden Conservation International, the national Center for Plant Conservation, the Plant Conservation Alliance, and Chicagoland Grows, Inc., among others.

Additional facilities include the Barbara Whitney Carr Administration Center; the Visitor Center that features a café, gift shop and visitor information and membership desks; the Regenstein Fruit and Vegetable Island with classrooms, a gift shop, outdoor amphitheater and demonstration kitchen; the Children's Learning Campus featuring classrooms and outdoor teaching areas; and support facilities including production greenhouses, maintenance building, equipment storage facility, and two gatehouses.

CHICAGO BOTANIC GARDEN 2011 KEY ACCOMPLISHMENTS

- **2011 Goal:** In partnership with the U.S. Army Corps of Engineers and local partners, to obtain the necessary matching dollars to Federal money and begin restoration of the Garden's shoreline along the North Lake. **Progress against goal:** The Chicago Botanic Garden has raised more than \$1,790,000 as our match against \$3,770,000 contributed by the U.S. Army Corps of Engineers. Construction will begin yet this fall and will be completed by September 2012. The Garden still has yet to raise \$563,700 to fully fund this project, which will restore 1.2 miles of shoreline in the North Lake including the entire perimeter of the Fruit and Vegetable Garden.
- **2011 Goal:** To continue to deepen partnerships with citizens and elected officials throughout Cook County, the City of Chicago, and Lake County, and to serve the incoming Forest Preserve District Board President and Commissioners during the time of transition. **Progress against goal:** The Garden has worked diligently with the above-named partners, as well as with the State of Illinois DCEO and the U.S. Department of the Interior, Bureau of Land Management. The Garden remains admission-free – one of only two major cultural institutions (the Lincoln Park Zoo being the other) in the Chicago area to do so. The Garden remains free in part due to the generosity of support from the Forest Preserve District of Cook County.
- **2011 Goal:** Through the Garden's Horticultural Therapy program, the oldest of its kind in the nation, deepen and broaden service. **Progress against goal:** In 2011, the program continues to include clients from: North Chicago Veterans Administration Hospital, Thresholds, Inc., Westwood Manor In Chicago, Ann & Robert H. Lurie Children's Hospital in Chicago, and Midwest Palliative and Hospice Care Center in Glenview. In 2011, the Garden expanded its programming in partnership with the USO and Tawani Foundation, and together we sponsored Military Families Day at the Garden.
- **2011 Goal:** To continue to establish the Garden as a workplace of choice for people of all backgrounds and interests, and expand its ethnic diversity. **Progress against goal:** In 2011, the Garden reviewed and enhanced its seasonal staff and contractor staff training and benefits program, and hired a new Director of Human Resources who is fluent in Spanish. The Garden also contracted with Ralph Moore & Associates to analyze how the Garden awards contracts to certified MBE /WBE companies.
- **2011 Goal:** To grow attendance 2% from 2010 year-end figures, and continue to grow a multi-generational, multi-cultural, local and international visitor base by responding to changing economic and transportation issues and delivering programs that caters to a growing, diverse membership. **Progress against goal:** Attendance in 2011 is, year to date (September 21), 3% higher than 2010. The Garden's 2010 attendance was the highest in the Garden's history with 905,000 visitors; this was almost 15,000 visitors more than the previous year. The Garden's membership continues strong with a total number of member families now close to 50,000. The Garden continues to have the largest membership of any botanic garden in the world and one of the largest of the Chicago-area cultural institutions. The Garden's audience is becoming more and more diverse across ages, religions, zip codes, and ethnic backgrounds. All people who visit the Garden on foot, bike, or via public transportation are admitted free.
- **2011 Goal:** To construct the new Children's Growing Garden and entry drive funded entirely with private and non-county funds. This expanded area will provide additional instructional space—indoors and outdoors—for children and families, scout groups and teacher training activities. The growing beds, as well as all the facilities, will be universally accessible for all children. **Progress against goal:** The Entry Drive is complete, and will welcome 600 school

busses during the 2011-2012 season. The Garden has raised all funds necessary to complete the Growing Garden, and construction is well underway. Buildings and hardscape will be complete this fall; the Garden will open on June 2, 2012. In 2011, the Chicago Botanic Garden will serve approximately 30,000 students grades PreK-12 through field-trip programs, including a significant number from Chicago Public Schools. Aligned with Illinois and national learning standards, these trips offer a variety of programs in ecology, botany, cultural uses of plants, and plants and animals. The Garden's Center for Teaching and Learning developed a Climate Change Education strategy, including comprehensive curriculum development for classroom use.

- **2011 Goal:** To complete the pedestrian bridge linking Evening Island and the Science Campus. **Progress against goal:** Complete. Opened June 6, 2011.
- **2011 Goal:** To grow accessibility to, interest in, and the reputation of the Garden as a leader in the training of conservation science, conservation landscaping, and horticulture professionals in a manner that achieves our own standards as the finest teaching garden in the country and to continue to advance the Garden's university, science and program partnerships. **Progress against goal:** The Garden continued to discover critically important knowledge and create practical land and water management tools and solutions to address environmental challenges facing society. The Garden conducted research to address the world's most pressing threats to biodiversity including habitat loss, climate change, and invasive species and trained 92 interns for their work on Federal Lands, on contract from the Bureau of Land Management, Department of Interior. The Garden and Northwestern welcomed its third class of PhD students and seventh year of Master's students into its joint graduate program in plant conservation biology. The new Plant Conservation Science Center was honored with a cover story in Northwestern Magazine, mailed to all alumni and supporters of Northwestern University.
- **2011 Goal:** To strengthen efforts to raise additional funds from private, corporate, foundation and public sector sources to supplement the Garden's operating, capital budgets, and endowment. **Progress against goal:** The Garden continues to work to increase its raised funds, and to date, the Garden is running \$500,000 above 2010 capital, endowment, and operating fundraising.
- **2011 Goal:** To continue to grow the Garden's reputation in science, education, restoration, conservation, sustainable operations and visitor experience. **Progress against goal:** Media coverage of the Garden's programs continues to increase. The Garden is a regular feature on all local news programs, in printed media, and has a growing Facebook, Yelp, and Foursquare presence. The Garden's website usage has increased 400% in the past five years, and so far in 2011, the Garden's website has been visited 68 million times.
- **2011 Goal:** To continue implementation of a Garden-wide program of sustainable operations that preserves nature's resources and serves as a model and guide to others. **Progress against goal:** In 2011, the Garden spent more than \$300,000 to renovate the kitchen and dishwashing area of the Garden Café. This allowed for a large reduction (we still use it for grab & go) of disposable service ware. The Garden Café now operates eat-in service on re-usable plates, and with metal flatware, and is the first large public institution in Illinois to contract with Waste Management to compost café food scraps.
- **2011 goal:** To continue to introduce underserved students from Chicago Public Schools to the power of science and the possibilities of careers in the field through Science First and College First, which are part of our Science Career Continuum. **Progress against goal:** 50 students

were enrolled in this program in 2011, and the program has received broad recognition, including being highlighted on numerous television programs and in several newspapers articles. Of the students who have been enrolled in the program since College First began in 1994, the Garden has seen, on average, more than 95% of graduates matriculate into college, and the college completion rates of program graduates are higher than those of most Chicago public school graduates.

- **2011 goal:** To continue to introduce people from underserved areas of Chicago to the importance and relevance of urban agriculture through the Green Youth Farm and Windy City Harvest jobs-training programs. **Progress against goal:** The Garden has expanded the Cook County Boot Camp garden and added a composting operation with funding from the Department of Energy through the Cook County Office of Environmental Controls. Garden staff and recently released Cook County Sheriff's Department Boot Camp participants cleared a vacant lot and planted native seeds in Chicago's Bridgeport neighborhood. These seeds will grow into plants that will ultimately produce native seeds for sale to local nurseries, park districts, and forest preserves. Boot Camp graduates also work as Garden grounds crew, maintain Thompson Center planters, and maintain and harvest vegetables grown at the Kraft Foods garden in Northfield. Through the Garden's Windy City Harvest program, the Garden initiated a monthly series of seasonal gardening workshops for community residents at the City of Chicago College's Arturo Velasquez Institute. The Dyett High School site in Washington Park, one of four Green Youth Farm sites, including locations in North Lawndale and Bronzeville, was visited by the Undersecretary, U.S. Department of Agriculture, Nutrition and Consumer Services. The Cook County Boot Camp program was featured in the September 18, 2011 edition of the New York Times. In addition, the fourth summer of the President John H. Stroger, Jr. internship program saw young adults from five different Cook County districts working for eight weeks in different Garden areas. Nancy Sutley, Chair of the White House Council on Environmental Quality, visited the North Lawndale Green Youth Farm.
- **2011 Goal:** To maintain horticulture at its highest level, understanding that to do so includes responsibility for new areas, as well as renewal of existing gardens and the enhancement of beautiful horticultural experience for visitors. **Progress against goal:** A design to enhance the Bulb Garden was completed, and areas on the Fruit and Vegetable Garden were improved. The History of Roses area was redesigned and planted, and large areas of Evening Island were replanted with less aggressive and/or shade loving plants. Thousands of bulbs were added throughout the Botanic Garden to increase the spring wow factor. Horticulture staff took over care of the new Trellis Bridge Gardens and expanded the Bernice E. Lavin Plant Evaluation Garden and the new Learning Center Entry Garden. The process to record the accessioning and transfer of the Garden's permanent plant collections was improved, as was the process of moving these plants from the plant production area to the gardens. A grant received to replace ash trees because of the Emerald Ash Borer was implemented, and a grant to assess the health of the Garden's tree collection was begun. Visitors enjoyed the new seasonal displays throughout the Garden.

The second year of the ten-year strategic plan – “Keep Growing” – was completed. Accomplishments toward goals is related on the Garden's website. Please see: <http://strategicplan.chicagobotanic.org/>

CHICAGO BOTANIC GARDEN 2012 GOALS

For a full description of the Garden's strategic plan and annual report, please visit <http://strategicplan.chicagobotanic.org/>.

- Chicago Botanic Garden Campus

The Chicago Botanic Garden's 385 acres of exquisite display gardens, four rare natural areas, and more than 81 acres of lakes and waterways inspire visitors from Cook County and from around the world.

- 2012 Attendance Goal: In 2011, the Garden is on pace to reach 932,000 visitors, 3% higher than 2010. The Garden's attendance has grown 26 percent since 2008, further establishing the institution as a leading Chicago, and national, attraction; in 2012, our attendance goal is an increase of 2% over 2011, or 950,000 people.
- 2012 Admission Fee: Free. Maintain 2009 prices for parking (\$20 per car) and admission (free).
- 2012 Buildings and Gardens improvement Goals:
 - Spring 2012: Monitor year two of plantings and invasive species removal in 14-acre Brown Nature Reserve.
 - Open Grunsfeld Growing Garden in June 2012.
 - Complete 1.2 miles of Shoreline Restoration in September 2012.
 - Open the Kleinman Family Cove in September 2012.
 - Complete designs for a new Learning Center.
 - Complete designs for a new Greenhouse and Nursery.
 - Complete designs for a new bike path to connect the Garden to the Green Bay Trail through McDonald and Turnbull Woods.
 - Increase amount of compost generated by the Garden Café.
 - Maintain horticulture at its highest level.
 - Maintain the number of active Garden volunteers at 2,100.

- Education, Onsite and Offsite

The Garden serves the broadest possible audience, from birth through death, through its education programs. We are growing so more people can experience the power of nature and receive essential science education.

2012 Service Goals:

- Joseph Regenstein School of the Chicago Botanic Garden: through its Science Career Continuum, the School provides science education critical to the future of our nation and natural environment.
 - Children: Serve more than 25,000 students and youth through pre-K- 12 school programming; educate 2,500 in summer Camp and Scout and family weekend programs; reach an additional 80,000 via Garden drop in programs designed to engage young people in nature and nurture their curiosity about science.
 - College students: Support 8 graduates of the College First program in their science major undergraduate years so that they can become working scientists.
 - Graduate Students: Give 112 college graduates with science degrees valuable work experience, further their career, help protect America's natural resources, and address the conservation challenges of our time.
 - i. Serve 85 interns in our Conservation and Land Management Internship Program, funded by the Bureau of Land Management. Train these students for paid internships in 13 western states.

- ii. Train 9 new students and 18 returning students enrolled in the Garden's Master's and Doctoral programs in Plant Biology and Conservation delivered in partnership with Northwestern University.
- Professional and Continuing Education for Adults: Enroll 5,000 adults in more than 400 classes and certificate programs.
- Community Agriculture: The Garden is growing in multiple offsite locations through programs that provide training and employment opportunities and allow families access to affordable fresh vegetables and the nutritional benefits they provide.
 - Through Green Youth Farm and Windy City Harvest programs, harvest more than 84,000 pounds of produce to be sold at markets, distributed to Women, Infants, and Children centers or donated to food pantries in low-income neighborhoods.
 - In partnership with the City Colleges of Chicago, train 18 students, including 3-5 graduates of the Cook County Boot Camp program, as skilled urban farmers and marketers.
 - Train more than 70 Cook County Boot Camp inmates during their incarceration phase at the Boot Camp garden and employ more than 20 post-release in transitional jobs.
 - Add at least one more corporate campus Garden, in addition to Kraft, to support local jobs and community agriculture programs.
- Horticultural Therapy: The Garden is a national leader in creating and using plant-centered therapies and programs to serve the health and wellness needs of all people from birth through death.
 - Serve more than 5,000 veterans, patients, and program registrants onsite and offsite.
 - Provide paid consulting on enabling, healing and therapeutic garden spaces to four health care and human service agency sites.

Plant Conservation Science Research

The Chicago Botanic Garden's plant conservation science program is one of the best in the world. In 2012, we will continue to grow as a leader in the training of conservation science, to discover critically important knowledge, and to create practical land and water management tools and solutions to address environmental challenges facing society. The plant science conservation program was recognized by the EPA and Chicago Wilderness for its outstanding research on novel methods for reclaiming land from invasive species in the Chicagoland area.

Fundraising, Marketing, and Revenue Enhancement

To maintain programming at high levels, continue to maintain Garden grounds, invest in urban agriculture programs, and further critical plant conservation science, the Garden must continue to increase earned revenue and raise funds from private individuals, corporations, foundations, and public sector sources. In 2012, we estimate that the Garden's staff and board will raise \$29,000,000 from non-Forest Preserve District sources. Over \$19,000,000 of these non-FPDCC funds raised or earned will be for operating expenses; \$9,500,000 will be directed toward the Garden's capital projects or endowment. In 2012, we will continue to grow the Garden's reputation through public relations, advertising, and online media.

Diversity Study

2012 Goal: To continue to establish the Garden a workplace of choice for people of all backgrounds and interests, and expand its ethnic diversity in staff and contractors. A diversity study, commissioned in September 2011 by the Garden with Ralph Moore & Associates, and a full review of current practices by the Garden's new Human Resources Director, will contribute to this effort.

Economic Impact Study

Since 2008, the Garden's attendance has increased by 28%. Many of these visitors positively impact the revenues of Cook County. In September 2011, the Garden commissioned an economic impact study with Market and Feasibility Advistors, the results of which will be ready by the end of the year.

FOREST PRESERVE DISTRICT OF COOK COUNTY, ILLINOIS

BOTANIC GARDEN FUND

**Chicago Horticultural Society
Summary of Revenue & Expenses**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
<u>Revenues</u>			
Provided by the Garden	\$17,770,000	\$18,660,000	\$19,781,000
Tax Levy for Chicago Botanic Garden	9,348,070	9,348,070	9,348,070
Reserve for Deferred Collections	(467,404)	(467,404)	(467,404)
Personal Property Replacement Tax	262,500	262,500	262,500
Reserve Against PPRT	0	0	0
	<hr/>	<hr/>	
Total Revenue	\$26,913,166	\$27,803,166	\$28,924,166
<u>Expenses</u>			
Salaries & Wages	14,652,000	15,152,000	15,467,200
Benefits	3,663,000	3,788,000	3,941,800
Subtotal	<hr/> 18,315,000	<hr/> 18,940,000	<hr/> 19,409,000
Operating Expenses	8,518,166	8,263,166	8,915,166
Equipment Purchases	55,000	300,000	300,000
Major Repairs & Maintenance	25,000	300,000	300,000
Subtotal	<hr/> 8,598,166	<hr/> 8,863,166	<hr/> 9,515,166
Total Expenses	\$26,913,166	\$27,803,166	\$28,924,166
	<hr/>	<hr/>	
Net	\$0	\$0	\$0
	<hr/>	<hr/>	

Chicago Horticultural Society

Summary of Revenues

Provided by the Garden

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
<u>Operations</u>			
Unrestricted Contributions	\$2,655,000	\$2,900,000	\$3,004,000
Government Grants	2,600,000	3,197,000	3,391,000
Membership	3,315,000	3,327,000	3,586,000
Parking	1,408,000	1,306,000	1,328,000
Restricted Program Contributions	1,456,000	1,600,000	1,600,000
Sponsorships	405,000	521,000	520,000
Investment Income	1,398,000	1,485,000	1,627,000
Education Fees	1,123,000	1,168,000	1,413,000
Visitor Programs & Events	2,548,000	2,282,000	2,382,000
Tram	254,000	223,000	223,000
Food Service Fees	216,000	222,000	242,000
Miscellaneous	392,000	429,000	465,000
Total Operating Revenues	\$17,770,000	\$18,660,000	\$19,781,000

Chicago Horticultural Society
Summary of Expenses by Division

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
<u>Operations</u>			
Administration & Information Services	\$3,825,000	\$3,843,000	\$4,155,000
Horticulture & Collections	4,593,000	4,633,000	4,684,000
Science & Conservation	4,574,000	4,801,000	5,243,000
Facilities & Planning	3,670,000	3,697,000	3,700,166
Communications	1,515,000	1,590,000	1,621,000
Institutional Advancement	2,273,000	2,580,000	2,559,000
Education	1,106,000	996,000	1,033,000
Visitor Operations & Programs	3,059,000	3,117,000	3,139,000
Outreach/Community Programs	2,273,166	2,246,166	2,490,000
Major Repairs / Maintenance	25,000	300,000	300,000
Total Expenses	\$26,913,166	\$27,803,166	\$28,924,166

BOTANIC GARDEN STATISTICS

Annual Attendance

2006	760,000
2007	760,000
2008	738,000
2009	890,000
2010	905,000
2011 (Proj.)	932,000
2012 (Proj.)	950,000

**Chicago Horticultural Society
Administration & Information Services**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
Salaries & Wages	\$1,672,800	\$1,679,200	\$1,735,200
Benefits	418,200	419,800	433,800
Total Personnel Expenses	<u>2,091,000</u>	<u>2,099,000</u>	<u>2,169,000</u>
Operating Expenses	1,729,000	1,588,000	1,836,000
Equipment Purchases	5,000	156,000	150,000
Total Operating Expenses	<u>1,734,000</u>	<u>1,744,000</u>	<u>1,986,000</u>
Total Program Expenses	\$3,825,000	\$3,843,000	\$4,155,000

**Chicago Horticultural Society
Horticulture & Collections**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
Salaries & Wages	\$2,971,200	\$3,032,000	\$3,031,200
Benefits	742,800	758,000	757,800
Total Personnel Expenses	<u>3,714,000</u>	<u>3,790,000</u>	<u>3,789,000</u>
Operating Expenses	869,000	779,000	829,000
Equipment Purchases	10,000	64,000	66,000
Total Operating Expenses	<u>879,000</u>	<u>843,000</u>	<u>895,000</u>
Total Program Expenses	\$4,593,000	\$4,633,000	\$4,684,000

**Chicago Horticultural Society
Science & Conservation**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
Salaries & Wages	\$3,080,000	\$3,241,600	\$3,345,600
Benefits	770,000	810,400	836,400
Total Personnel Expenses	<u>3,850,000</u>	<u>4,052,000</u>	<u>4,182,000</u>
Operating Expenses	719,000	749,000	1,061,000
Equipment Purchases	5,000	0	0
Total Operating Expenses	<u>724,000</u>	<u>749,000</u>	<u>1,061,000</u>
Total Program Expenses	\$4,574,000	\$4,801,000	\$5,243,000

**Chicago Horticultural Society
Facilities & Planning**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
Salaries & Wages	\$1,680,800	\$1,728,000	\$1,663,200
Benefits	420,200	432,000	415,800
Total Personnel Expenses	<u>2,101,000</u>	<u>2,160,000</u>	<u>2,079,000</u>
Operating Expenses	1,559,000	1,507,000	1,544,166
Equipment Purchases	10,000	30,000	77,000
Total Operating Expenses	<u>1,569,000</u>	<u>1,537,000</u>	<u>1,621,166</u>
Total Program Expenses	\$3,670,000	\$3,697,000	\$3,700,166

**Chicago Horticultural Society
Communications**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
Salaries & Wages	\$688,800	\$724,800	\$723,200
Benefits	172,200	181,200	180,800
Total Personnel Expenses	<u>861,000</u>	<u>906,000</u>	<u>904,000</u>
Operating Expenses	649,000	684,000	717,000
Equipment Purchases	5,000	0	0
Total Operating Expenses	<u>654,000</u>	<u>684,000</u>	<u>717,000</u>
Total Program Expenses	\$1,515,000	\$1,590,000	\$1,621,000

**Chicago Horticultural Society
Institutional Advancement**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
Salaries & Wages	\$1,108,800	\$1,285,600	\$1,340,000
Benefits	277,200	321,400	410,000
Total Personnel Expenses	<u>1,386,000</u>	<u>1,607,000</u>	<u>1,750,000</u>
Operating Expenses	882,000	973,000	809,000
Equipment Purchases	5,000	0	0
Total Operating Expenses	<u>887,000</u>	<u>973,000</u>	<u>809,000</u>
Total Program Expenses	\$2,273,000	\$2,580,000	\$2,559,000

**Chicago Horticultural Society
Education**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
Salaries & Wages	\$576,000	\$523,200	\$518,400
Benefits	144,000	130,800	129,600
Total Personnel Expenses	<u>720,000</u>	<u>654,000</u>	<u>648,000</u>
Operating Expenses	381,000	309,000	378,000
Equipment Purchases	5,000	33,000	7,000
Total Operating Expenses	<u>386,000</u>	<u>342,000</u>	<u>385,000</u>
Total Program Expenses	\$1,106,000	\$996,000	\$1,033,000

**Chicago Horticultural Society
Visitor Services**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
Salaries & Wages	\$1,568,800	\$1,593,600	\$1,603,200
Benefits	392,200	398,400	400,800
	<u>1,961,000</u>	<u>1,992,000</u>	<u>2,004,000</u>
Operating Expenses	1,093,000	1,108,000	1,135,000
Equipment Purchases	5,000	17,000	0
Total Operating Expenses	<u>1,098,000</u>	<u>1,125,000</u>	<u>1,135,000</u>
Total Program Expenses	\$3,059,000	\$3,117,000	\$3,139,000

**Chicago Horticultural Society
Outreach/Community Programs**

	2011	2011	2012
	BUDGET	ESTIMATED OUTCOME	RECOMMENDATION
Salaries & Wages	\$1,304,800	\$1,344,000	\$1,507,200
Benefits	326,200	336,000	376,800
Total Personnel Expenses	<u>1,631,000</u>	<u>1,680,000</u>	<u>1,884,000</u>
Operating Expenses	637,166	566,166	606,000
Equipment Purchases	5,000	0	0
Total Operating Expenses	<u>642,166</u>	<u>566,166</u>	<u>606,000</u>
Total Program Expenses	\$2,273,166	\$2,246,166	\$2,490,000

**Chicago Horticultural Society
Major Repairs & Maintenance**

	2012
	RECOMMENDATION
Building HVAC Repairs	75,000
Road and Path Repairs	30,000
Rebuild Fruit and Vegetable Garden Walls	25,000
Arbor, Fence and Bench Repairs	50,000
Visitor Center Bridge Repairs	75,000
Exterior Lighting Repairs	30,000
Building Floor Repairs	\$15,000
Total	<u><u>\$300,000</u></u>

**Chicago Horticultural Society
Non-Operating
Revenues and Expenses**

Non-Operating Revenues

Capital and Endowment Contributions Provided by the Garden	\$10,000,000	\$9,500,000	\$9,500,000
Total Non-Operating Revenues	\$10,000,000	\$9,500,000	\$9,500,000

Non-Operating Expenditures

Capital Improvements	\$8,000,000	\$8,000,000	\$9,000,000
Total Non-Operating Expenditures	\$8,000,000	\$8,000,000	\$9,000,000

**Chicago Horticultural Society
Deferred Major Repairs & Infrastructure Improvements**

Shoreline Restoration	5,600,000
Trails and Exploration Zone in McDonald Woods	4,000,000
Production Greenhouse and Nursery Replacement	39,000,000
Road/Parking Repaving	2,000,000
Infrastructure & Building Systems Maintenance	3,500,000
Pedestrian Bridges	3,000,000
Bike Trail	2,200,000
Visitor Center Repairs and Café Renovation	3,500,000
Walk and Garden Structure Repairs	4,000,000
Fruit and Vegetable Island Building Repairs	2,200,000
Total	\$69,000,000

**Chicago Horticultural Society
Deferred Capital Equipment Expenditures**

Deferred Capital Equipment Expenditures (Information Systems, etc.)	\$3,250,000
Deferred Replacement Costs of Aging Vehicle Fleet	750,000
Total	\$4,000,000

BOTANIC GARDEN FUND

The District levies, collects and remits taxes to the Chicago Horticultural Society which operates the Botanic Garden on a 385 acre site. The total 2012 Botanic Garden Fund is projected to be \$28,924,166. The Botanic Garden Fund represents approximately 18 percent of the total proposed 2012 appropriation for all funds.

Botanic Garden Summary of Budget

	2008	2009	2010	2011	2012 Projection
\$	28,514,520	28,969,344	27,265,166	26,913,166	28,924,166

Botanic Garden Summary of Tax Levies

	2008	2009	2010	2011	2012 Projection
	9,348,070	9,348,070	9,348,070	9,348,070	9,348,070

Botanic Garden Summary of Operating Revenues Provided by the Garden

	2008	2009	2010	2011	2012 Projection
	18,954,000	19,415,000	18,122,000	17,770,000	19,781,000

BUDGETARY CHART OF ACCOUNTS FISCAL YEAR 2012

This detailed description of classification and coding by object and purpose of account has been prepared to assist departments in planning for appropriation request as guided by their individual needs and expenditure history. By appropriate fiscal planning, and use of these account descriptions, departments can best determine the allocation of resources and assist the Forest Preserve District of Cook County in accurately planning for the distribution of funds to all elements of the District.

The Department of Finance and Administration has prepared these descriptions to establish guidelines for account usage in the budgeting, accounting and purchasing functions and is solely responsible for the accuracy of their content. This Department and its staff will assist departments of the District with questions concerning the Chart of Accounts, or the guidelines, and can recommend placement of funding requests. Any questions or recommendations concerning use of the Chart of Accounts should be referred to the Department of Finance and Administration.

The Forest Preserve District of Cook County utilizes a 12-digit account structure. The first six digits identify the fund, department, and a cost center within the department. The last six digits are used to universally identify line item, expenditures and revenue. The seventh digit describes the account type such as expenditure or revenue. The eighth digit defines all account categories.

These are the expenditure categories used for the preparation of the budget.

SALARIES AND WAGES

The category of accounts designated as Salaries and Wages include accounts from which payment is made to the District's employees directly related to authorized employee expenses.

- | | |
|--------|--|
| 610010 | <u>Salaries and Wages:</u> Full Time amounts paid to permanent District employees appointed to positions indicated in the approved and adopted budget. This amount includes gross salary for personal services including authorized amounts which are components of the base salary. |
| 610011 | <u>Salaries and Wages (Part Time):</u> Amounts paid to part-time District employees appointed to positions indicated in the approved and adopted budget. |
| 610012 | <u>Hospital Insurance:</u> Payments made to providers of health care coverage on behalf of eligible District employees. This amount is calculated by the Finance and Administration Department. |
| 610013 | <u>Life Insurance:</u> Payments made to carriers for life insurance coverage on behalf of eligible District employees. This amount is calculated by the Finance and Administration Department. |
| 610014 | <u>Dental Care Plan:</u> Payments for insurance coverage on behalf of eligible District employees. This amount is calculated by the Finance and Administration Department. |
| 610015 | <u>Vision Care Plan:</u> Payments for insurance coverage on behalf of eligible District employees. This amount is calculated by the Finance and Administration Department. |
| 610016 | <u>Appropriation Adjustment for Personal Services:</u> Amount calculated by the Finance and Administration Department to provide professional funding for compensation and benefits affected by pending wage settlements |
| 610017 | <u>Overtime for Special Detail / Holiday:</u> Payment made to off duty police personnel for overtime during special events, holiday and court appearances. |

PROFESSIONAL CONTRACTUAL SERVICES

The category of accounts designed as Professional Contractual Services includes accounts funded for payment of services that by their nature can be performed only by persons or firms with specialized skills and knowledge. Although a product may or may not result from the transaction, the primary reason for the purchase is the service provided.

Included are services that support the various policy-making and managerial activities of the District, professional services supporting various District facilities, and services that are not regarded as professional but that require basic scientific knowledge or specialized skills. Expenditures related to routine building service functions are not included in any of these accounts. Excluded are expenditures for operation, maintenance and repair of equipment or facilities.

620004	<u>Security Contract Services</u> : Professional service contract for off-duty security.
620005	<u>Life Scan Process (COP) Grant</u> : Funds set aside for the purpose of automated booking system that will digitalize an offender's image, providing a mug shot that will be computer-generated and transmitted.
620006	<u>ALERTS</u> : Expenditures for State contract for computer system.
620010	<u>Legal Services</u> : Charges for the services of law firms or attorneys to represent or advise the District in matters relating to labor law, statutory compliance and union negotiation.
620020	<u>Annual Reports/Audit</u> : Fees paid to outside auditors for the performance of the District's financial annual audit.
620025	<u>Youth Education Program</u> : Funds set aside for the MIGHTY ACORN project educational program.
620026	<u>Construction Services</u> : Funds set aside for construction.
620040	<u>General Consulting Services</u> : Funds set aside for the acquisition of specialized skills from vendors with those capabilities.
620050	<u>Photographic Service/Supplies</u> : Charges for purchases related to photographic equipment and supplies.
620053	<u>Restoration Intern Program</u> : Hiring of interns for ecological management.
620054	<u>Volunteer Advertisements and Promotions</u> : Volunteer Steward program, advertising and promotions.
620055	<u>Volunteer Resources Program</u> : Expenditure for support of volunteer program.
620056	<u>Comfort Stations</u> : Expenditures for toilet facilities.
620090	<u>Other Professional Services</u> : Charges for general specialized services that are not part of the regular consulting services.
620091	<u>Advertising and Promotion</u> : Expenditures for the publishing of District bids, and promotion of special events.
620092	<u>Armored Car Service</u> : Expenditures for transportation provided by specially equipped vehicles to transfer currency from various District facilities to depositories.
620095	<u>Fed. and County Planning & Research</u> : Expenditures set aside for the District's participation in the federal and Cook County planning and research program.

630335	<u>Festivals & Special Programs:</u> Expenditure for materials and supplies needed for festivals and programs.
620110	<u>Building Maintenance Service and Supplies:</u> Expenditures related to the maintenance of the general headquarters of the District and Division buildings.
620120	<u>Maintenance Vehicles Equipment Services, and Supplies:</u> Expenditures related to professional services on the maintenance of existing equipment, and the supplies needed for the effective functionality of District vehicles.
620140	<u>Maintenance of Radio Equipment:</u> Payments for radio maintenance.
620145	<u>Maintenance of Horses and Dogs:</u> Payments for animals used in police functions.
620150	<u>Resident Watchmen Facilities Contractual Services:</u> Professional services to repair Resident Watchmen Buildings and Supplies.
620155	<u>Resident Watchman Buildings and Supplies:</u> Materials purchased for watchman facilities.
620230	<u>Equipment Repair Service:</u> Payments for professionally performed repairs on the District's equipment.
620235	<u>Certified Arborist Training:</u> Payments for professional training and certification of resource management staff responsible for tree care.
620309	<u>Permit Services Contract:</u> Expenditures related to picnic services.
620310	<u>Printing:</u> Expenditures for printing and publishing of District records such as bound volumes of Board Proceedings, printing of forms, stationery, business cards, stamps, seals and labels. Expenditures for print advertising should not be charged to this account.
620311	<u>Publications:</u> Payments related to magazines, newspaper subscription, and publications initiated by the District.
620315	<u>Stationery and Office Forms:</u> Payments for purchases related to off-the-shelf forms, and stationery needed for official duties.
620320	<u>Uniform Services:</u> Payments for purchases related to the cleaning and tailoring of uniforms to be worn by employees of the District who need it in order to perform their mission.
620330	<u>Landscape Waste Disposal:</u> Payments for waste disposal after a landscape improvement.
620335	<u>Refuse Disposal:</u> Payments for refuse pick-up and disposal throughout the District.
620337	<u>Contract Vegetation Management:</u> Payments for capital projects regarding vegetation management initiatives.
620600	<u>Professional Training:</u> Payments for training of District employees including classes, seminars etc. related to staff functions.

MATERIALS AND SUPPLIES

These accounts represent line item expenses related to office support materials, and those items needed for the maintenance of the building such as water, plumbing, heating, electrical supply and other sundry items. These are not the actual utility but those things needed for the upkeep.

630010	<u>Office Supplies</u> : Payments for work related office supplies utilized by employees of the District.
630015	<u>Materials and Supplies</u> : Payments for office support materials.
630020	<u>Computer Supplies</u> : Payments for purchases related to computer supplies.
630030	<u>Plumbing/Electrical/Heating</u> : Payments for the materials and supplies used for plumbing, electrical, and heating activities.
630035	<u>Building Materials for Building Structures</u> : Payments for materials used for maintenance of building structures.
630336	<u>Wildlife Disease Monitoring and Health Studies</u> : Payments for Habitat enhancement projects.
630065	<u>Pre-Cut & Pre-Treated Lumber</u> : Payments for the lumber used by the Maintenance department for the construction of new picnic tables and for the upkeep of existing facilities.
630070	<u>Special Events Program</u> : Payments for approved special event activities throughout the year.
630080	<u>Chemical Supplies</u> : Payments for the chemicals used by the District.
630090	<u>Medical Supplies</u> : Payments for medical supplies and first aid kits mandated by EPA and other regulatory authorities.
630100	<u>General Forestation Supplies</u> : Payments for the forestation supplies used by the Resource Management Department, and other departments with similar responsibilities.
630110	<u>Janitorial Supplies</u> : Payments for toilet paper and other cleaning supplies for the District's rest rooms.
630115	<u>Nature Center Supplies</u> : Payments related to the supplies used by the Resource Management Department to take care of the Nature Centers.
630130	<u>Eng. Supplies and Equipment</u> : Payments for supplies and equipment used for engineering purposes.
630131	<u>Seed and Sod Supplies</u> : Payments for seed and sod supplies used on various District facilities.
630140	<u>Postage</u> : Cost of United States postage stamps for general office and institutional use, including postage meter setting payments, stamped envelopes, stamped post cards, postal permit deposits, overnight/express mail and postal registry.
630141	<u>Equipment Maintenance Service</u> : Charges for the maintenance and repair of office equipment such as copiers, typewriters, billing machines, and similar office equipment. The costs may include any charges for usage, parts, labor, travel, etc., as billed by the vendor or provider of the maintenance or repair service. Charges for accessories, non-replacement parts or "upgrade" purchased from any supplier or vendor, which include or exclude installation, should not be charged to this account but to the appropriate supply or equipment account.

630142	<u>Printing:</u> Expenditures for printing and publishing supplies of District to be used by the Printing section of the Department of Resource Management.
630143	<u>Building Repair Services:</u> Charges for the cost of repairing District buildings.
630170	<u>Propane Gas:</u> Payments for propane gas.
630180	<u>Uniforms:</u> Expenditures for purchases related to uniforms to be worn by employees of the District who need them in order to perform their mission.
630200	<u>ID Cards and Film:</u> Charges for photo identification and films needed by the Recreation and Maintenance Departments for various needs.
630210	<u>Other Materials and Supplies:</u> Charges for other items of the budget, which are too small to be regarded as stand-alone.
630330	<u>Volunteer Resources Program:</u> Expenditures for support of the volunteer program.
630331	<u>Wildlife Management Program:</u> Payments for projects involving wild animals.
630332	<u>Fisheries Management Program:</u> Payments for projects involving fish management.
630333	<u>Resource Ecology Program:</u> Expenditures for resource ecology.
630334	<u>Trails Management Program:</u> Payments for projects regarding trails management initiatives.
630335	<u>Festivals and Special Programs:</u> Expenditures for special events.

UTILITIES

These accounts are used to track the line item expenditures set aside for the payment of utility bills for the year billed on a monthly basis. It also includes expenses for repairing utility-related equipment.

640100	<u>Electricity and Natural Gas:</u> Charges made by utility companies to provide electric and gas services to District facilities. The cost of special wiring or equipment installed and maintained by these companies should be charged to appropriate accounts in the same manner as such services or equipment would be charged if provided by any other contractor or vendor.
640110	<u>Utilities: New and Repairs:</u> Charges made for new utilities and repairs.
640170	<u>Gas & Oil for Auto & Equip.:</u> Payments related to District-wide consumption of gas and oil for automobiles and equipment such as gas tanks.
640300	<u>Telephone Services:</u> Expenditures for telephone services of the District.
640400	<u>Water/Sanitary Services:</u> Charges for water used by the District and the sanitation services of the District as well.

SELF INSURANCE AND EMPLOYEE BENEFITS

These charts of accounts are used to identify the District's self-insured insurance obligations. They include payments of Temporary Total Disability benefits to employees for work related injury, payments to medical providers, and payments of award of settlements mandated by the Industrial Commission of the State of Illinois. Under this category, payments are made to the Annuity and Benefits Fund of the District on behalf of participant employees. Additionally, we budget under these accounts to effect payment made to carriers for life insurance coverage on behalf of eligible District employees, and payments made to providers of health care coverage on behalf of eligible District employees.

650010	<u>Workman Compensation Claims/Judgment</u> : Payments of Temporary Total Disability Benefits to employees for work related injuries, payments to medical providers, and payments of awards or settlements mandated by the Industrial Commission of the State of Illinois.
650065	<u>Unemployment Insurance</u> : Payments made to the State of Illinois to reimburse the cost of employment benefits made to eligible former District employees.
650066	<u>Medicare Payments</u> : Payments made to reimburse the cost of Medicare.
650070	<u>Natural Disasters</u> : Payments for repair of damages to District property resulting from acts of nature.
650100	<u>Self Insurance</u> : Insurance charges related to the District's self-insurance program.

EQUIPMENT AND FIXTURES

This account category represents payments related to depreciable fixed assets.

660010	<u>Office Equipment & Furniture</u> : Charges for small office equipment.
660011	<u>Furniture & Fixtures</u> : Expenditures related to office furniture.
660012	<u>Office Equipment</u> : Expenses related to major office equipment
660020	<u>Computer Supplies and Services</u> : Payments for supplies and services related to computers and peripherals.
660021	<u>Computer Equipment</u> : Charges for the acquisition of durable equipment for electronic data processing use, including transportation and assembling/installation costs, such as mainframe computers, personal computer peripherals, software and similar equipment.
660030	<u>Tools Equipment</u> : Charges for the purchase of tools.
660031	<u>Volunteer Program Prairie & Savannah</u> – Expenditures for the volunteer program of the District, which is managed by Resource Management.
660032	<u>Tools & Equipment</u> : Charges for the acquisition of new tools and new equipment.
660040	<u>New Vehicles/Equipment</u> : Charges for the acquisition of new vehicles and new equipment.
660210	<u>Other Materials and Supplies</u> : Consolidated expenditure line item used as a catch-all of items which are too small to be budgeted as a stand alone.

BUILDING AND CONSTRUCTION

This account category is used to affect expenditures related to non-depreciable long-term assets, and the repairs affecting those assets.

670045	<u>Walks, Shelters and Ramps</u> : Charges for planned major construction, or a continuation of an old project.
670055	<u>Restoration: Landscape</u> : Payments for the restoration of landscapes
670057	<u>Parking Projects</u> : Payments for the construction of a parking facility, and the maintenance of new bike trails.
670058	<u>Construction of New Bike & Equestrian Trails</u> : Planned expenditures for the construction of new bike and equestrian trails.
670059	<u>Silviculture</u> : Expenditures for the care and maintenance of trees
670060	<u>Intergovernmental Projects</u> : Planned expenditures for Intergovernmental projects.
670061	<u>Bldg. & Bridges/Misc Structures</u> : Charges for miscellaneous structures and bridges.
670062	<u>New Drilled Wells, Repairs</u> : Charges for the drilling of new water wells at various locations and the improvement of existing wells.
620255	<u>Sewer and Water Construction</u> : Payments for professional services related to sewer and water construction.
620256	<u>Fences, Gates, Concrete Units</u> : Payments for fences, gates and concrete units owned by the District at various locations.
620331	<u>Wildlife Management Program</u> : Payments related to wildlife capital development and improvement projects.
620334	<u>Flood, Erosion Control, Lakes</u> : Payments for projects related to flood management and erosion control.

OTHER EXPENSES

These accounts are used for payment of Real Estate expenditures. We also use this category to record prior year's reserves.

680010	<u>Land Acquisition</u> : Payments for the acquisition of new land.
680030	<u>Appraisers & Court Costs</u> : Fees paid to independent appraisers and court costs associated with the acquisition of land.
680050	<u>Relocation Costs</u> : Expenditures associated with the relocation of persons whose property was condemned and acquired by the District.
680075	<u>Reserve</u> : Reserve for judgments, self insurance, personal services and other contingencies.

OTHER EMPLOYEE EXPENSES

This category is used to manage payments related to appropriation adjustment, payment of costs associated with the travel expense of employees to other County facilities, work locations, training seminars and meetings. These costs may include reimbursement for automobile usage, public transportation or private carriers and are paid at a rate determined by the Department of Finance and Administration.

- 690016 Transportation & Travel Expenses: Payment of costs associated with the travel expenses of employees to other District facilities, work locations, training seminars and meetings. These costs may include reimbursement for automobile usage, public transportation or private carriers and are paid at a rate determined by the Finance and Administration Department.
- 690020 Training Expenses: Payment to special instructors and charges related to training materials, rental facilities, ancillary services and equipment for training District employees.
- 690030 Dues & Subscriptions: Charges for professional membership dues and subscriptions to newspapers and magazines.
- 690031 Vehicle Licenses & Registration: Charges for the licensing of existing District vehicles and for those planned new vehicles.
- 690035 911 Telecommunications: Charges for emergency communications services.
- 690126 Replacement for Employees on Authorized L.O.A.: Amount calculated for the replacement of District employees on disability and/or medical leave of absence.
- 690130 Salaries for Seasonal Employees: Amount paid for temporary employees for emergencies during seasons of the year. The appointment of employees should not extend beyond the seasonal year.

GLOSSARY

Appropriation	An amount of money in the budget, authorized by the Forest Preserve District's Board of Commissioners, for expenditure by departments for a specific purpose. Appropriations are made by account group within each department and fund.
Assessed Valuation	The value placed on all taxable property within the boundaries of Cook County. The Assessed Valuation is used as the basis for computing the Property Tax Levy.
Bonded Debt	The portion of an issuer's total indebtedness represented by outstanding bonds.
Bond Resolution	The document or documents representing action of the issuer authorizing the issuance and sale of general obligation bonds.
Budget	A plan of financial operations embodying an estimate of proposed expenditures and revenues for a period of twelve (12) months.
Corporate Fund	A fund used to account for resources other than those accounted for in other funds.
Debt Service	The payment of principal and interest on borrowed funds. The District has debt service for general obligation bonds and Cook County Tender Note Program.
Encumbrances	Commitments related to unperformed (executory) contracts for goods and services.
Equalizer	The equalizer for the County is the ratio of the state-mandated assessment level to the median level of assessment for the County for the preceding three years as determined by the Illinois Department of Revenue.
Equalized Assessed Value	The assessed value of the property multiplied by the equalizer gives the Equalized Assessed Value. The Equalized Assessed Value is the property tax base.
Fiscal Year (FY)	In the Forest Preserve District, the fiscal year is January 1 through December 31.
Full-Time Equivalent	A part-time position converted to the decimal equivalent of a full-time position based upon 2,080 hours of work per year. For example, a part-time naturalist aide working 20 hours per week would be equivalent to half of a full-time position.
Fund	An independent accounting entity containing self-balancing accounts used to record revenue and expenditures.
Fund Balance	The difference between revenue and expenditures. A negative fund balance is sometimes referred to as a deficit.
General Fund	See Corporate Fund.
Non-Personal Service	Expenditures within this classification are included with budgetary accounts 620020 thru 690031.
Personal Service	Expenditures within this classification are included with budgetary accounts 610010 thru 610020. Expenditures included are cost related to personnel and appropriate adjustment for personnel services.

Property Tax	A tax levied on the equalized assessed value of real property in Cook County. The Tax is collected by Cook County with assistance from the Illinois Department of Revenue. Authorization for the Forest Preserve property tax occurs through annual appropriation.
Revenues	Amount of monies collected from taxes, fines and fees for the purpose of financing governmental operations and services.
Tax Levy	Amount of estimated revenue to be generated from the property tax that will be used to finance government operations and services.
Tax Rate	The rate that will be necessary to generate the amount of revenue from property tax levies. The rate will be levied for each \$100 of assessed valuation.

FUNDS

- Corporate
The Corporate Fund is the District's general operating fund. It supports the various departments and other District operations and services. The majority of the tax receipts received by the District, excluding receipts for the Brookfield Zoo and Chicago Botanic Garden, and almost all non-tax revenues go into this fund.
- Capital Improvement
The Capital Improvement Fund accounts for all capital expenditures of the District that are funded by debt or other financing sources and that are not related to land acquisitions or accounted for in another fund.
- Construction and Development
The Construction and Development Fund is established to account for annual tax levies and certain other revenues to be used for the acquisition or construction of major capital facilities. The proceeds of taxes levied must be expended over a five-year period and any unspent proceeds at the end of the five-year period are transferred to the Corporate Fund.
- Real Estate Acquisition
The Real Estate Acquisition Fund accounts for the District's land acquisition program. Sources available for appropriations for this fund are derived from debt proceeds, contributions and grants. The District does not levy taxes for land acquisition. Only expenses directly related to the acquisition of land are charged to this fund.
- Bond and Interest
The debt service as well as the corresponding tax levy for this fund is primarily due to the FY 2004 issuance of \$100 million in bonds to finance various capital improvement projects at the District, Zoo and Garden. The scheduled payment for FY 2012 of \$12,001,306.00 is less than the FY 2011 \$12,009,596.00 payment and will progressively decrease each year until the bonds are expired in FY 2023. The District still has one of the lowest debt services of any forest preserve district in the area.
- Employee Annuity and Benefit
The Employee Annuity and Benefit Fund is the amount to be levied and received in Personal Property Replacement Taxes (PPRT) as required for the purpose of providing the amount necessary to be contributed by the District as employer.
- Self-Insurance
The Self-Insurance Fund was established to account for the District's self-insurance related expenditures including all worker's compensation claims, tort judgments/settlements, and associated legal fees. It is actuarially funded on a biannual basis.
- Zoological
The Zoological Fund is the fund from which appropriations are made to the Chicago Zoological Society for the operation of Brookfield Zoo.
- Botanic Garden
The Botanic Garden Fund is the fund from which appropriations are made to the Chicago Horticultural Society for the operation of the Chicago Botanic Garden.

ACCOUNTING PRACTICES

The accounts of the District are organized on a basis of funds and an account group to present the financial position and results of operations of each fund. The accounting system of the District is also designed to provide budgetary control over the revenues and expenditures of each fund. The District follows generally accepted governmental accounting principles as applicable to governmental units and as promulgated by the Government Accounting Standards Board which are applied on a basis consistent with that of preceding years.

With respect to government funds, expendable trust funds and agency funds, the District follows the modified accrual basis of accounting in which revenues are recognized when they become both measurable and available as net current assets. Available means collectible within the current period or 60 days thereafter to pay liabilities of the current period. Taxpayer assessed taxes, gross receipts and personal property replacement taxes are considered "measurable" when they are in the hands of intermediary collecting governments and are recognized as revenue at that time. Anticipated refunds of such taxes are recorded as liabilities and reductions of revenue when they are measurable with their validity seems certain. Revenues considered to be susceptible to accrual are: real estate taxes, personal property replacement taxes, land sale proceeds, stone sale proceeds and storage fees, concession receivable and interest receivables.

FOREST PRESERVE DISTRICT OF COOK COUNTY POSITION CLASSIFICATION AND COMPENSATION

The salary schedules, including a range of pay for each grade, are set forth at the end of this section.

In addition, there shall be a salary grade for salaries established by State Statute and salary grades that shall be used for flat or single rates rather than salary ranges.

GENERAL INTENT

It is the intent of the Board of Commissioners of the Forest Preserve District of Cook County that all provisions of this resolution shall apply to all designated officers and/or employees without regard to race, color, gender, age, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, military discharge status, source of income or housing.

ENTRY RATE

A new employee entering the Forest Preserve District service shall be paid the minimum salary provided in the salary grade in which the job has been placed.

APPLICABILITY OF STEP PROGRESSION AND STEP PLACEMENT

It is the intent of these resolutions that employees compensated by the hourly salary schedules shall be required to work a minimum of one year at each step, except where elsewhere provided for in this resolution.

In general, the following rules shall apply:

Original appointment to all positions shall be at the first step of the assigned grade.

Step advances shall be granted upon completion of one year of continuous service in the same position until the maximum salary is reached.

Anniversary step advancement will be effective the first full pay period following the employee's anniversary date.

Eligibility for longevity step advancement and longevity step placement must be in conformance with the regulations as established in the respective salary schedules.

Eligibility for step placement for trades' apprentices shall be in accordance with provisions as set forth in agreement between the District and respective trades.

STEP ADVANCEMENT

Anniversary step advancement will be effective the first full pay period following the employee's anniversary date.

EXISTING RATES

An employee whose compensation is above the maximum salary of the salary grade in which the job classification has been placed shall not have the salary reduced during the incumbency in the job classification held as of the date of this resolution.

No salary shall be raised so long as it exceeds the maximum salary of the salary grade in which the job has been placed.

An employee whose salary is within the limits of the salary grade in which the position is placed, but does not correspond to one of the established steps of the salary grade, shall be eligible for an increase to the first established step above the present salary at the time of the employee's next anniversary.

TRANSFERS OR CHANGES OF POSITION

An employee transferring from one department to another in the same job classification and / or grade shall be eligible to receive the salary that he/she had been receiving at the time of the transfer provided the budget of the department to which he/she has been transferred can accommodate the salary; and, if not, the employee shall be eligible to have the salary received prior to the transfer restored at the earliest possible date. Such appointment shall not set a new anniversary date.

PROMOTIONS

An employee who is promoted to a job in a higher salary grade shall be entitled to placement in the step of the new salary grade which will provide a salary increase at least two steps above the salary received at the time the promotion is made, provided that:

The new salary does not exceed the maximum established for the grade to which the employee is promoted; or the new salary is not below the first step established for the grade for which the employee is promoted; or years of service requirements are fulfilled concerning longevity step placement; or a previous promotion has not been given within the same fiscal year; or the budget of the department to which the employee is assigned can accommodate the salary; or in all cases, an employee must spend at least six months in the job classification from which he/she is being promoted.

If an employee has been given a previous promotion within the same fiscal year, the employee shall be entitled to placement in the step in the new salary grade which will provide a salary increase at least one step above the salary received at the time the promotion is made, however, in all cases such salary will be in conformity with the provisions of the above. In all cases of promotion, the effective date will set a new anniversary date.

DEMOTIONS

The following shall apply to demotions from one grade to another:

An employee demoted to a job in a lower salary grade shall have the salary adjusted in the new job to the same step of the new salary grade as was received in the salary grade of the job from which demoted. The employee's anniversary date does not change.

An employee promoted to a job in a higher salary grade and subsequently demoted to a job in a lower salary grade shall have the salary adjusted to the step of the salary grade to which the employee would be entitled had the employee remained in the salary grade from which he or she was promoted.

RECLASSIFICATION OF POSITIONS

An employee whose job is reclassified to a lower classification shall continue to receive compensation at the same rate received immediately prior to reclassification. Such action shall not change the employee's anniversary date. If the salary rate received immediately prior to reclassification is less than the last step rate of the lower classification, the employee shall be entitled to further step advancement.

If the salary rate received immediately prior to the reclassification is less than the fifth step rate of the lower classification, the employee shall be entitled to further step advancement.

An employee whose job is reclassified to a higher classification shall be placed in the first step of the higher grade which provides a salary at least one step above the salary received at the time of the reclassification. Such action will change the employee's anniversary date.

In all cases of reclassification, the employee shall receive at least the first step of the grade to which the position is reclassified.

UPGRADING OF POSITIONS

An employee whose position is upgraded shall be placed in the first step of the new grade which is at least the same as the salary the employee was receiving prior to being upgraded.

In all cases of upgrading the employee shall receive at least the first step of the new grade, and shall retain the anniversary date held prior to the upgrading.

SALARY RATES BASED UPON FULL - TIME EMPLOYMENT

The salary rates prescribed in salary Schedule I-A are fixed on the basis of full-time service for normal work weeks of 40 hours.

The salary rates of "X" Grade Schedule and the Police Officer Schedule are likewise fixed on the basis of full-time service, with designations as to the constitution of a normal workweek left to the directors of departments involved.

For positions which are professional, supervisory and executive in character, the normal work week of 40 hours generally applies, but the compensation is intended to be appropriate for the class regardless of variations in the time that may be required to satisfactorily fulfill the responsibilities of the positions.

PREVAILING RATE POSITIONS

A prevailing rate ("X") position is hereby defined as one for which the rate is established under acceptable evidence of the wage prevailing in industry. Such positions are usually craft, labor or trade positions, and are not paid under the provisions of the positions classification and compensation plan schedules.

JOB TITLE ADJUSTMENTS

To meet operational needs that may develop during the fiscal year, departments are allowed to request changes in job title and/or salary grade pursuant to the reclassification, upgrading or downgrading of budgeted positions. Authorization for such changes will require the approval of the director of the position classification agency.

CONTINUITY OF SERVICE

Absence from District service due to leave without pay for periods in excess of 30 calendar days, all suspensions, layoffs for more than 30 calendar days but less than one year, and all absences without leave shall be deducted in computing total continuous service and will effect a change in the anniversary date. Seasonal employment of less than 120 calendar days in any calendar year shall not be credited toward continuity of service.

GENERAL PROVISIONS

All changes in pay, including reclasses and upgrades, shall be implemented the first full pay period following the effective date.

Notwithstanding these provisions as set forth, the Board of Forest Preserve District Commissioners may, in its discretion, limit the amount of salary increases for any or all employees or provide for salary rates in excess of those prescribed.

Any change in the job classification title terminology not involving a change in the major duties of the job will not affect the status of the employee, including eligibility for increases within a specific salary grade.

All questions concerning the specific application of the provisions of these resolutions shall be interpreted and resolved by the Director of the position classification agency.



SCHEDULE 1-A FOREST PRESERVE DISTRICT

		1st Step	2nd Step	3rd Step	4th Step	5th Step	After 2 Years at 5th Step	After 1 Yr at 1st Longevity Rate & 10 Yrs Servc	After 1 Yr at 2nd Longevity Rate & 15 Yrs Servc	After 1 Yr at 3rd Longevity Rate & 20 Yrs Servc
9	Hourly	12.940	13.549	14.234	14.927	15.647	16.390	16.713	16.890	17.050
	Bi-Weekly	1,035.21	1,083.88	1,138.73	1,194.15	1,251.73	1,311.20	1,337.03	1,351.22	1,363.99
	Annual	26,915	28,181	29,607	31,048	32,545	34,091	34,763	35,132	35,464
10	Hourly	13.896	14.548	15.249	16.027	16.806	17.591	17.761	17.947	18.116
	Bi-Weekly	1,111.67	1,163.81	1,219.89	1,282.17	1,344.45	1,407.30	1,420.92	1,435.76	1,449.29
	Annual	28,903	30,259	31,717	33,336	34,956	36,590	36,944	37,330	37,681
11	Hourly	14.927	15.647	16.390	17.177	18.040	18.952	19.139	19.308	19.511
	Bi-Weekly	1,194.15	1,251.73	1,311.20	1,374.14	1,443.18	1,516.17	1,531.11	1,544.64	1,560.89
	Annual	31,048	32,545	34,091	35,728	37,523	39,420	39,809	40,161	40,583
12	Hourly	16.027	16.806	17.591	18.472	19.392	20.290	20.483	20.678	20.898
	Bi-Weekly	1,282.17	1,344.45	1,407.30	1,477.75	1,551.40	1,623.17	1,638.67	1,654.26	1,671.83
	Annual	33,336	34,956	36,590	38,422	40,336	42,202	42,605	43,011	43,468
13	Hourly	17.177	18.040	18.952	19.850	20.771	21.802	21.997	22.218	22.446
	Bi-Weekly	1,374.14	1,443.18	1,516.17	1,588.04	1,661.68	1,744.16	1,759.76	1,777.42	1,795.64
	Annual	35,728	37,523	39,420	41,289	43,204	45,348	45,754	46,213	46,687
14	Hourly	18.472	19.392	20.290	21.304	22.327	23.393	23.647	23.884	24.121
	Bi-Weekly	1,477.75	1,551.40	1,623.17	1,704.33	1,786.15	1,871.45	1,891.74	1,910.72	1,929.69
	Annual	38,422	40,336	42,202	44,313	46,440	48,658	49,185	49,679	50,172
15	Hourly	19.850	20.771	21.802	22.885	24.028	25.152	25.398	25.643	25.913
	Bi-Weekly	1,588.04	1,661.68	1,744.16	1,830.77	1,922.27	2,012.17	2,031.80	2,051.44	2,073.04
	Annual	41,289	43,204	45,348	47,600	49,979	52,316	52,827	53,337	53,899
16	Hourly	21.304	22.327	23.393	24.492	25.677	26.894	27.148	27.418	27.690
	Bi-Weekly	1,704.33	1,786.15	1,871.45	1,959.38	2,054.16	2,151.48	2,171.87	2,193.47	2,215.17
	Annual	44,313	46,440	48,658	50,944	53,408	55,939	56,469	57,030	57,594
17	Hourly	22.878	24.028	25.152	26.336	27.622	28.974	29.270	29.558	29.837
	Bi-Weekly	1,830.21	1,922.27	2,012.17	2,106.86	2,209.72	2,317.94	2,341.61	2,366.63	2,386.99
	Annual	47,585	49,979	52,316	54,778	57,453	60,266	60,882	61,480	62,062
18	Hourly	24.492	25.677	26.894	28.215	29.516	30.979	31.292	31.605	31.918
	Bi-Weekly	1,959.38	2,054.16	2,151.48	2,257.16	2,361.25	2,478.29	2,503.38	2,528.36	2,553.45
	Annual	50,944	53,408	55,939	58,686	61,392	64,436	65,088	65,737	66,390
19	Hourly	26.894	28.215	29.516	30.979	32.450	33.948	34.150	34.497	34.836
	Bi-Weekly	2,151.48	2,257.16	2,361.25	2,478.29	2,596.00	2,715.87	2,732.02	2,759.74	2,786.88
	Annual	55,939	58,686	61,392	64,436	67,496	70,613	71,033	71,753	72,459
20	Hourly	29.516	30.979	32.450	33.998	35.605	37.322	37.516	37.880	38.261
	Bi-Weekly	2,361.25	2,478.29	2,596.00	2,719.81	2,848.41	2,985.75	3,001.25	3,030.37	3,060.90
	Annual	61,392	64,436	67,496	70,715	74,059	77,630	78,033	78,790	79,583
21	Hourly	32.450	33.998	35.605	37.322	39.097	41.018	41.204	41.609	42.032
	Bi-Weekly	2,596.00	2,719.81	2,848.41	2,985.75	3,127.79	3,281.47	3,296.31	3,328.72	3,362.54
	Annual	67,496	70,715	74,059	77,630	81,322	85,318	85,704	86,547	87,426
22	Hourly	35.605	37.322	39.097	41.018	42.919	44.976	45.187	45.645	46.100
	Bi-Weekly	2,848.41	2,985.75	3,127.79	3,281.47	3,433.56	3,598.05	3,614.95	3,651.59	3,688.04
	Annual	74,059	77,630	81,322	85,318	89,273	93,549	93,989	94,941	95,889
23	Hourly	37.322	39.097	41.018	42.919	44.976	47.208	47.446	47.926	48.393
	Bi-Weekly	2,985.75	3,127.79	3,281.47	3,433.56	3,598.05	3,776.62	3,795.69	3,834.11	3,871.41
	Annual	77,630	81,322	85,318	89,273	93,549	98,192	98,688	99,687	100,657
24	Hourly	43.363								
	Bi-Weekly	3,469.07								
	Annual	90,196								



POLICE OFFICER SCHEDULE FOREST PRESERVE DISTRICT

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	After 10 Years Service	After 15 Years Service	After 20 Years Service
FPD-1	Hourly	19.966	22.225	23.109	24.028	24.984	25.978	27.018	28.088	29.206
Police	Bi-Weekly	1,597.28	1,777.99	1,848.74	1,922.25	1,998.72	2,078.25	2,161.46	2,247.01	2,336.45
Officer	Annually	41,529	46,228	48,067	49,978	51,967	54,034	56,198	58,422	60,748
FPD-2	Hourly	23.520	24.703	25.860	27.077	28.399	29.791	30.094	31.155	31.449
Sergeant	Bi-Weekly	1,881.64	1,976.28	2,068.77	2,166.16	2,271.92	2,383.28	2,407.55	2,492.37	2,515.89
	Annually	48,923	51,383	53,788	56,320	59,070	61,965	62,596	64,802	65,413
FPD-4	Hourly	27.651	29.008	30.347	31.852	33.365	34.904	35.113	35.470	35.817
Deputy	Bi-Weekly	2212.06	2320.67	2427.74	2548.18	2669.23	2792.32	2809.05	2837.60	2865.34
Commander	Annually	57,513	60,337	63,121	66,253	69,400	72,600	73,035	73,778	74,499

Pay rates as approved by the Board of Forest Preserve Commissioners April 2, 2009



"X" GRADE SCHEDULE FOREST PRESERVE DISTRICT

Job Code	Title	Hourly Rate	Bi-Weekly Salary	Annual Salary	Effective Date
2324	Electrician	40.400	3,232.00	84,032	06/01/09
2350	Plumber	44.750	3,580.00	93,080	06/01/11
2354	Painter	38.000	3,040.00	79,040	06/01/09
2392	Laborer	18.432	1,474.56	38,339	07/01/08
2397	Light Maintenance Equipment Operator	19.109	1,528.72	39,747	07/01/08
2590	Maintenance Equipment Operator	29.798	2,383.84	61,980	07/01/08
2399	Seasonal Laborer	15.650	N/A	N/A	07/01/08
2489	HVAC Repairman	40.560	3,244.80	84,365	06/01/10
2494	Nature Center Part Time Attendant	8.250	N/A	N/A	07/01/10
2497	Serviceman IV	24.102	1,928.16	50,132	07/01/08
2498	Maintenance Mechanic	29.621	2,369.68	61,612	07/01/08
2499	Watchman	18.432	1,474.56	38,339	07/01/08
2552	Lifeguard I	12.000	N/A	N/A	01/01/09
2553	Lifeguard II	14.000	N/A	N/A	01/01/09
2574	Maintenance Foreman II	24.141	1,931.28	50,213	07/01/08
2584	Pump & Well Repairman II	22.470	1,797.60	46,738	07/01/08
2585	Serviceman I	19.795	1,583.60	41,174	07/01/08
2586	Serviceman II	20.426	1,634.08	42,486	07/01/08
2587	Serviceman III	22.310	1,784.80	46,405	07/01/08
2591	Maintenance Equipment Repairman	23.940	1,915.20	49,795	07/01/08
4340	Resource Technician	21.127	\$1,690.16	\$43,944.16	07/01/08
4345	Resource Management Aide	10.000	N/A	N/A	01/01/05
4805	Maintenance Service Technician	24.660	\$1,972.80	\$51,292.80	09/01/08
4806	Maintenance Service Technician (Metal)	26.715	\$2,137.20	\$55,567.20	09/01/08
4807	Garage Attendant	22.310	\$1,784.80	\$46,404.80	07/01/08
4655	Cashier (Pools)	10.000	N/A	N/A	01/01/09



FEE SCHEDULE

			SURCHARGE	
			2011	2012
Picnic Permit **			Fees	Fees
Picnic Permit no Shelter-Category W			\$35.00	\$35.00
Picnic Permit no Shelter -Category X ***			\$35.00	\$35.00
Picnic Permit no Shelter -Category Y ***			\$35.00	\$35.00
Picnic Permit no Shelter -Category Z ***			\$35.00	\$35.00
Picnic Permit no Shelter - Level - 4 ***			\$160.00	\$160.00
			\$300 or \$600****	\$300 or \$600****
Picnic Permit With Shelter-Category W			\$50.00	\$50.00
Picnic Permit With Shelter - Category X ***			\$50.00	\$50.00
Picnic Permit With Shelter - Category Y ***			\$200.00	\$200.00
Picnic Permit With Shelter - Category Z ***			\$500.00	\$500.00
Picnic Permit With Shelter - Level - 4 ***			\$160.00	\$160.00
			\$300 or \$600****	\$300 or \$600****
Permit Application Fee	\$10.00		\$10.00	per application
Vending	\$1000.00	Minimum \$500.00		per vender
Special Use Permit	\$20.00 + \$10.00	per item		
Replace/Change	\$5.00		\$5.00	
Phone Surcharge	\$5.00		\$5.00	
Copy of Permit	\$2.00		\$2.00	
Special Event Permit	\$150.00		\$150.00	per day
Field Permit (Soccer, football, etc.)	50.00 + \$10.00		\$50.00 + \$10.00	per day
Still Photography	\$50.00		\$50.00	per hour
Commercial Photography (Video)	\$100.00		\$100.00	per hour
Day Camp Permit	\$20.00		\$20.00	per day
Cabin Fee per Night (all locations)	\$25.00		\$25.00	
Tent Fee per Night per Group	\$10.00		\$10.00	per tent

DEFINITIONS:

* Field Permit: application fee plus \$10.00 per site/ field per day, minimum \$50.00

** Picnic Permits one grove per permit, fees assessed for all permits; large groups may require multiple permits and or security deposit.

Picnic permit category - W = 25 to 99 people

***** Picnic permit category - X = 100 to 399 people**

***** Picnic permit category - Y = 400 to 999 people**

***** Picnic permit category - Z = 1,000 or more people**

***** Picnic permit category - Level - 4 Large Event Areas **** Y or Z surcharges added based on group size**

▪ **Special use permits:** special accommodations such as tents, beer truck, caterer, rides, generator, lights, overflow parking, amplified sound, etc. Requires a picnic permit fee and proof of \$1,000,000 liability insurance.

▪ **Special activity/event permits:** activities not included in picnic permits and/or special use permits. Usually sold to a group organization or business. Permit types include soccer clubs, baseball groups, model airplane groups, dog clubs, and commercial photography. Requires a fee and proof of \$1,000,000.00 liability insurance.

Nonprofit Organizations with proper documentation may qualify for a reduced rate of 50% on designated picnic permit charges .

FEE SCHEDULE (Cont.)

	2011 Fees	2012 Fees
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Pool Fee

Child 3-12 years old	\$3.00	\$3.00
Adult	\$5.00	\$5.00
Season Pass (Family) Up to four family members \$10.00 each Additional	\$125.00	\$125.00
Season Pass (Individual)	\$75.00	\$75.00

Annual Horse License

Resident	\$25.00	\$25.00
Non-Resident	\$40.00	\$40.00
Annual Rider License	\$3.00	\$3.00

Annual Dog License

Resident	\$50.00	\$50.00
Non-Resident	\$100.00	\$100.00

Snowmobile Permit

Resident	\$20.00	\$20.00
Non-Resident	\$40.00	\$40.00

Cross-Country Skiing

Ski Rental	\$12.00	\$12.00
Ski Rental - Senior	\$10.00	\$10.00
Ski Rental - Family	\$30.00	\$30.00
Ski Rental - Group	\$10.00	\$10.00
Lesson & Ski Rental	\$20.00	\$20.00
Lesson	\$12.00	\$12.00



Honorable Toni Preckwinkle, President **Forest Preserve District Board of Commissioners**

Arnold Randall
General Superintendent

Mark Thomas
Chief Financial Officer

Daniel P. Donovan
Comptroller

Board of Commissioners

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