

**Forest Preserves of Winnebago County
BOARD MEETING**

Wednesday, August 21, 2024 – 5:30 PM
Forest Preserve Headquarters



A G E N D A

A. ROLL CALL

B. PLEDGE of ALLEGIANCE

C. APPROVAL of MINUTES

Minutes for July 17

D. PUBLIC PARTICIPATION, AWARDS, and PRESENTATIONS

1. Alex Mills - Presentation on proposed renovation and expansion of Clarcor Pavilion Restrooms at Klehm Arboretum and Botanic Garden
2. Alex Mills - Public comment and feedback on proposed expansion of the Clarcor Pavilion Restrooms at Klehm Arboretum and Botanic Garden
3. Mike Brien - Presentation on Natural Resource Building

E. UNFINISHED BUSINESS / DISCUSSION

F. NEW BUSINESS

1. Draft Budget – Fiscal Year 2024/2025

G. ACTION ITEMS

- | | |
|-----------|--|
| 1. | 1. Bills for July |
| 3. | 2. Donation of Double Hammock by Klehm Arboretum |
| 6. | 3. Authorization for OSLAD Grant Application for Clarcor Restroom Renovation |

H. UPDATES and REPORTS

- | | |
|------------|--------------------------------|
| 8. | 1. Preserve Operations |
| 12. | 2. Natural Resource Management |
| 14. | 3. Golf |
| 18. | 4. Marketing |
| 20. | 5. Human Resources |
| 21. | 6. Law Enforcement |
| | 7. Partner Groups |

I. CLOSED SESSION

J. ANNOUNCEMENTS and COMMUNICATIONS

1. August 24 – Nine & Dine at Ledges Golf Course.
2. August 24 – R.E.A.P Day at Funderburg Forest Preserve from 9:00am-12:00pm.
3. August 27 – FPWC Guided Hike Pecatonica River Forest Preserve starting at 5:30pm.
4. September 7 – Walk with U Guided Hike at Hononegah Forest Preserve starting at 9:00am.
5. September 7 – Backpacking with Burpee; Bugs & Butterflies at Cedar Cliff Forest Preserve starting at 10:00am.
6. September 12 & 13 – Senior Golf Tournament at Macktown Golf Course.
7. September 14 – R.E.A.P Day at Seward Bluffs Forest Preserve from 9:00am-12:00pm.
8. September 15 – Howl at the Moon Hike at Cedar Cliff Forest Preserve starting at 7:30pm.

K. ADJOURNMENT

Next regular Board Meeting – 5:30 PM Wednesday, September 18, Forest Preserve Headquarters

Anyone wishing to address the Board must call 815-877-6100 or email ewendlandt@winnebagoforest.org in advance of the meeting.

Page

Forest Preserves of Winnebago County
Authorization to Process Payment of Bills



August 21, 2024

**TO: THE AUDITOR AND TREASURER OF THE
FOREST PRESERVES OF WINNEBAGO COUNTY.**

Your Forest Preserves of Winnebago County Board of Commissioners, to whom were referred the following bills in the amount of **\$ 748,915.31** against the Forest Preserves of Winnebago County, have reviewed and approved and therefore respectfully request that orders be drawn on the account of the Forest Preserve District for their payment:

CORPORATE FUND	3001	289,727.16
HEALTH BENEFITS FUND	3185	43,113.35
SOCIAL SECURITY FUND	3192	21,637.77
RETIREMENT FUND	3193	17,990.41
LIABILITY RESERVE FUND	3194	13,196.00
IMPROVEMENT & DEV. FUND	3302	178,535.58
CORPORATE FUND	3402	<u>184,715.04</u>
		\$ 748,915.31

Respectfully submitted,

A handwritten signature in blue ink that reads "Steve M. Chapman".

Steve Chapman, Finance Director

A handwritten date "8/19/24" in blue ink.

Date

RESOLUTION

No. 24-0801

PAYMENT OF BILLS FOR JULY

WHEREAS, the Forest Preserve incurs annual and monthly operating and capital expenditures during its budget cycle; and

WHEREAS, the Winnebago County Finance Department compiled the attached invoices relating to Forest Preserve expenditures to be paid for the month of July; and

WHEREAS, our Finance Director, Steve Chapman, has reviewed the invoices and avows them to be accurate and appropriate for payment; and

NOW THEREFORE, BE IT RESOLVED, the Board authorizes the payment of the attached compilation of bills totaling \$748,915.31 to be paid by the Forest Preserves of Winnebago County for the month of July, 2024.

Voting YES _____

Voting NO _____

The above and foregoing Resolution was adopted this 21st day of August, 2024.

That this Resolution shall be in full force and effect immediately upon its adoption.

Jeff Tilly, President
Board of Commissioners

RESOLUTION

No. 24-0802

DONATION OF THE DOUBLE HAMMOCK PLAY FEATURE FROM KLEHM ARBORETUM & BOTANIC GARDEN INC TO THE FOREST PRESERVES OF WINNEBAGO COUNTY

WHEREAS, Klehm Arboretum & Botanic Garden Inc. (KLEHM) has made improvements to property owned by the Forest Preserves of Winnebago County (FPWC), named Carl and Lois Klehm Forest Preserve located at the intersection of South Main Street and Clifton Avenue in Rockford, Illinois, and

WHEREAS, the improvements include the construction of a pair of hammocks supported by three large wood posts set on concrete footings with the surrounding area filled with playground certified mulch; and,

WHEREAS, the improvements were funded by KLEHM via a charitable contribution and FPWC staff installed the feature at KLEHM per the manufacturers instructions; and,

WHEREAS, KLEHM intends to continue to fund and perform regular and routine maintenance to the Double Hammock feature to keep it operating in a safe and functional manner; and

WHEREAS, the Board of Directors of KLEHM has approved the donation to the Forest Preserves of Winnebago County via a Resolution 2024-01.

NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Forest Preserves of Winnebago County as follows:

Section 1: That the Board of Commissioners of the Forest Preserves of Winnebago County does hereby gratefully accept the gift of the Double Hammock Feature and related improvements at Carl and Lois Klehm Forest Preserve from Klehm Arboretum & Botanic Garden Inc.

Section 2: The Forest Preserves of Winnebago County recognizes the value of the Double Hammock Feature as \$20,754.52.

Section 3: That the Secretary of Klehm Arboretum & Botanic Garden, Inc. shall forward a certified copy of the Resolution to donate the described improvements to the Forest Preserve of Winnebago County's Executive Director.

Section 4: That the Secretary to the Forest Preserves of Winnebago County shall forward a certified copy of the Resolution to accept the donation of the described improvements to the Klehm Arboretum & Botanic Garden, Inc. Executive Director.

Voting YES _____

Voting NO _____

The above and foregoing Resolution was adopted this 21st day of August, 2024.

That this Resolution shall be in full force and effect immediately upon its adoption.

Jeff Tilly, President
Board of Commissioners

RESOLUTION 2024-01

DONATING THE DOUBLE HAMMOCK PLAY FEATURE INSTALLED UPON PROPERTY OWNED BY THE FOREST PRESERVES OF WINNEBAGO COUNTY FROM KLEHM ARBORETUM AND BOTANIC GARDEN INC TO THE FOREST PRESERVES OF WINNEBAGO COUNTY

WHEREAS, Klehm Arboretum and Botanic Garden Inc has purchased a double hammock play feature that has been installed upon property owned by the Forest Preserves of Winnebago County, and

WHEREAS, the double hammock play feature itself is also supplemented by the playground certified mulch required for the feature, and,

WHEREAS, Klehm Arboretum and Botanic Garden Inc intends to continue to fund and perform regular and routine maintenance to the Nancy Olson Children’s Garden, and

WHEREAS, the Forest Preserves of Winnebago has supported this improvement through the donation of in-kind services to Klehm Arboretum and Botanic Garden Inc by performing the installation of the double hammock play feature and additional sitework utilizing Forest Preserve staff and equipment, and

WHEREAS, Klehm Arboretum and Botanic Garden Inc has invested a total of \$20,754.52 of its own organizational funds, including but not limited to restricted contributions, into said improvements, as documented in ATTACHMENT A, and

WHEREAS, the Board of Directors of Klehm Arboretum and Botanic Garden Inc has approved the donation and transfer of their portion of the asset to the full ownership of the Forest Preserves of Winnebago County.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of Klehm Arboretum and Botanic Garden Inc as follows:

Section 1: That the Board of Directors of Klehm Arboretum and Botanic Garden Inc does willfully donate and make a gift of the double hammock play feature in the Nancy Olson Children’s Garden as funded and paid for by the organization, valued at \$20,754.52 to the Forest Preserves of Winnebago County.

Section 2: That a copy of this Resolution shall be forwarded by the Secretary of Klehm Arboretum and Botanic Garden Inc to the Executive Director of the Forest Preserves of Winnebago County.

Voting YES:	JZ, WB, JW, DC, KC	Voting NO:	φ
	TJ, JS, CW, DW		
Total:	9	Total:	0

The above and foregoing Resolution as adopted this 23rd day of July 2024 and shall be in full force and effect immediately upon its adoption.



Joel Zirkle, Vice-President
Klehm Arboretum and Botanic Garden Inc



RESOLUTION

No. 24-0803

RESOLUTION OF AUTHORIZATION TO APPLY FOR AN OPEN SPACE AND LAND ACQUISITION DEVELOPMENT (OSLAD) GRANT FOR RESTROOM FACILITIES RENOVATION AND EXPANSION AT CLARCOR PAVILION IN KLEHM AROBORETUM BY WINNEBAGO COUNTY FOREST PRESERVE DISTRICT

WHEREAS, the Winnebago County Forest Preserve District staff is pursuing a \$423,100 State of Illinois/Illinois Department of Natural Resources Open Space Lands Acquisition and Development (OSLAD) grant as a funding mechanism for the further development of Klehm Arboretum and Botanic Garden; and

WHEREAS, Winnebago County Forest Preserve District is identified as an Economically Distressed Forest Preserve District for the purposes of grant match, and as such, proposed improvements could be funded up to 100% by the grant; and

WHEREAS, a condition for applying for the grant is the passage of "DOC-3 Resolution of Authorization" (attached) by the Winnebago County Forest Preserve District; and

WHEREAS, the Winnebago County Forest Preserve District certifies and acknowledges that it has up to 100% of matching funds necessary to complete the pending OSLAD project within the timeframes identified in the application; and

WHEREAS, the Winnebago County Forest Preserve District agrees to comply with all terms, conditions and regulations of the OSLAD program;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Winnebago County Forest Preserve District, Illinois, in regular session assembled as follows:

SECTION 1: The recitals set forth above are incorporated herein and made a part of this Resolution.

SECTION 2: That application be made to the State of Illinois/IDNR to obtain an OSLAD/LWCF grant for the development of Klehm Arboretum and Botanic Garden.

SECTION 3: The Executive Director is authorized to file such an application for grant funds in an amount not to exceed \$423,100.

SECTION 4: If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Resolution.

SECTION 5: This Resolution shall be in full force and effect from and after its passage, approval and publication as provided by law.

Voting YES _____

Voting NO _____

The above and foregoing Resolution was adopted this 21st day of August, 2024.

That this Resolution shall be in full force and effect immediately upon its adoption.

Jeff Tilly, President
Board of Commissioners

RESOLUTION No. 24-0803

- 1. Project Sponsor: Winnebago County Forest Preserve District
- 2. Project Title: Klehm Arboretum & Botanic Clarcor Restroom Renovation and Expansion

Resolution

The above-named Sponsor hereby certifies and acknowledges that it has the sufficient funds necessary (includes cash and value of donated land) to complete the pending OSLAD project within the timeframes specified herein for project execution, and that failure to adhere to the specified project timeframe or failure to proceed with the project because of insufficient funds or change in local recreation priorities is sufficient cause for project grant termination which will also result in the ineligibility of the local project sponsor for subsequent Illinois IDNR outdoor recreation grant assistance consideration in the next two (2) consecutive grant cycles following project termination.

Acquisition and Development Projects

It is understood that the project must be completed within the timeframe established. The OSLAD timeframe is two years as is specified in the project agreement. The Billing Certification Statement must be submitted within 45 days of the grant expiration date and the last reimbursement request must be submitted within one year of the grant expiration date. Failure to do so will result in the Project Sponsor forfeiting all project reimbursements and relieves IDNR from further payment obligations on the grant.

The Sponsor further acknowledges and certifies that it will comply with all terms, conditions and regulations of 1) the Open Space Lands Acquisition and Development (OSLAD) program (17 IL Adm. Code 3025); 2) the Illinois Grant Funds Recovery Act (30 ILCS 705); 3) the federal Uniform Relocation Assistance & Real Property Acquisition Policies Act of 1970 (P.L. 91-646) and/or the Illinois Displaced Persons Relocation Act (310 ILCS 40 et. seq.), as applicable; 4) the Illinois Human Rights Act (775 ILCS 5/1-101 et. seq.); 5) Title VI of the Civil Rights Act of 1964, (P.L. 83-352); 6) the Age Discrimination Act of 1975 (P.L. 94-135); 7) the Civil Rights Restoration Act of 1988, (P.L. 100-259); and 8) the Americans with Disabilities Act of 1990 (PL 101-336); and will maintain the project area in an attractive and safe condition, keep the facilities open to the general public during reasonable hours consistent with the type of facility, cease any farming operations, and obtain from the Illinois DNR written approval for any change or conversion of approved outdoor recreation use of the project site prior to initiating such change or conversion; and for property acquired with OSLAD assistance, agree to place a covenant restriction on the project property deed at the time of recording that stipulates the property must be used, in perpetuity, for public outdoor recreation purposes in accordance with the OSLAD programs and cannot be sold or exchanged, in whole or part, to another party without approval from the Illinois DNR, and that development at the site will commence within 3 years.

BE IT FURTHER PROVIDED that the Sponsor certifies to the best of its knowledge that the information provided within the attached application is true and correct.

Authorized Signature

Title

ATTESTED BY: _____

Title

Preserve Operations

Vaughn Stamm, Director of Operations
Matt Weik & Scott Wallace, Preserve Managers
Bryan Helmold, Facility & Equipment Manager
July 2024 Activities Report

- Vaults pumped at Hononegah Dump Station, Host Site and Atwood River Oaks outhouses.
- Repaired Sugar River shower house urinal, women's shower and toilet.
- Repaired site #40 electric pedestal.
- Assisted Central Maintenance with replacing exhaust fan in women's bathroom at CS Bird Banding Station.
- Repaired erosion washout on path at Macktown Trading Post.
- Prepped Hononegah Forest Preserve for 100-year event and staff helped at the event.
- Assisted South Area Preserve Maintenance with storm cleanup at Seward, Severson, Kilbuck and Fuller.
- Cleaned up debris from 7/15 storm.
- Managed flood waters at Hononegah, Atwood and Sugar River Forest Preserves.
- Removed flood damaged trees from Atwood Homestead.
- Sprayed herbicide in various preserves to reduce string trimming.
- Prepped Atwood Homestead for employee appreciation picnic.
- Purchased "No Bike" signs and placed at the entrance to trails at Hononegah Forest Preserve.
- Getz Fire Equipment updated all fire extinguishers.
- Trimmed up trees throughout Headquarters and trimmed back grass to expose rock wall at entrance.
- Painted outhouse interior walls at Hononegah Towering Pines outhouse.
- Performed building, playground and grounds inspections.
- Worked with IT to get credit card reader working again at Sugar River Campground attendant building.
- Added gravel to Roland Olson equestrian tube and sign area.
- North Area Manager worked in Sugar River attendant building entering registrations into POS system.
- Weekly mowing and maintenance of the preserves and trails.
- Filled all cracks in the landing area of the fly field at Kieselburg.
- Filled potholes along drive at Atwood Homestead.

Preserve Operations

July 2024 Activities Report – Cont.

- Cleaned metal posts and panels of the small metal shelter at Roland Olson and re-painted hand pump.
- Sanded and stained picnic tables at Hononegah Towering Pines.
- Assisted Central Shop with tear down and storage of Hononegah Arch.
- Repaired A/C grate at Attendant Building (Hit by Car).
- Replaced board on memorial bench at Macktown.
- Replaced broken board on bench at Atwood Homestead.
- Repair damaged water hydrant at campground.
- Removal of storm damaged trees throughout the south area preserves and trail systems.
- Electric pedestal repairs at sites 24 and 38 at Seward Bluffs campground.
- Trimmed back walnut tree limbs along the entrance drive at Severson Dells.
- Cleaned up debris from flooding event along the Kishwaukee, Rock and Pecatonica rivers.
- Cleaned out campfire rings at Seward Bluffs campground.
- Stocked firewood at Seward Bluffs campground.
- Interviewed and hired new South Area Ranger.

FOREST PRESERVES OF WINNEBAGO COUNTY

November-July

	<u>2022-2023</u>		<u>2023-2024</u>	
	<u>Number</u>	<u>Total</u>	<u>Number</u>	<u>Total</u>
Small Shelter Res.	69	\$5,175	49	\$4,165
Small Shelter N/Res.	4	\$400	6	\$660
Large Shelter Res.	127	\$12,700	123	\$13,530
Large Shelter N/Res.	15	\$1,875	5	\$625
Electric Res.	171	\$19,665	153	\$19,125
Electric N/Res.	10	\$1,450	12	\$1,860
TOTAL	396	\$41,265	348	\$39,965
ONLINE	265	67%	236	68%
Over 300 Res.	0	\$0	0	\$0
Over 300 N/Res.	0	\$0	0	\$0
Ground Use/Tent Res	12	\$300	13	\$390
Ground Use/Tent N/Res.	1	\$40	1	\$100
Building Use Permits	5	\$250	0	\$0
Commercial Photography Permit	1	\$100	2	\$200
Special Use Permits	17	\$2,952	2	\$600
Rides	19	\$665	12	\$480
TOTAL	55	\$4,307	30	\$1,770
ONLINE	20	36%	15	50%
Equestrian Passes	Number	Total	Number	Total
Yearly Tag Res.	91	\$4,550	100	\$5,000
Yearly Tag N/Res.	39	\$2,730	45	\$3,150
TOTAL	130	\$7,280	145	\$8,150
ONLINE	35	27%	43	30%
Fly Field Passes	Number	Total	Number	Total
Yearly Pass Res.	38	\$1,140	46	\$1,610
Yearly Pass N/Res.	11	\$440	10	\$450
TOTAL	49	\$1,580	56	\$2,060
ONLINE	9	18%	21	38%
Metal Detecting Passes	Number	Total	Number	Total
Yearly Pass Res.	28	\$700	32	\$800
Yearly Pass N/Res.	6	\$210	7	\$245
TOTAL	34	\$910	39	\$1,045
ONLINE	3	9%	7	18%
GRAND TOTAL	664	\$55,342	618	\$52,990
ONLINE	332	50%	322	52%

**FOREST PRESERVES OF WINNEBAGO COUNTY
2021-2024
CAMPING REVENUE COMPARISON**

	<u>2021</u> (thru 8/1)	<u>2022</u> (thru 7/31)	<u>2023</u> (thru 7/30)	<u>2024</u> (thru 7/29)
CAMPGROUND				
Hononegah	\$14,628	\$16,669	\$20,252	\$20,471
Seward Bluffs	28,499	26,858	30,350	35,776
Sugar River	<u>59,929</u>	<u>47,244</u>	<u>49,670</u>	<u>51,529</u>
Campground Revenue	\$103,056	\$90,771	\$100,272	\$107,776
SCOUT/YOUTH CAMPGROUNDS				
Hononegah	\$60	\$160	\$180	\$0
Pecatonica River	240	480	490	363
Rockford Rotary	320	275	245	128
Seward Bluffs	205	150	50	0
Sugar River	<u>195</u>	<u>145</u>	<u>170</u>	<u>289</u>
Scout/Youth Campground Revenue	\$1,020	\$1,210	\$1,135	\$780
EQUESTRIAN CAMPGROUNDS				
Oak Ridge	\$34	\$0	\$34	\$227
Seward Bluffs	<u>485</u>	<u>462</u>	<u>922</u>	<u>695</u>
Equestrian Campground Revenue	\$519	\$462	\$956	\$922
FIREWOOD				
Hononegah	\$1,442	\$1,288	\$1,274	\$2,104
Seward Bluffs	1,694	1,344	2,219	2,396
Sugar River	<u>7,511</u>	<u>3,809</u>	<u>4,744</u>	<u>4,260</u>
Firewood Revenue	\$10,647	\$6,441	\$8,237	\$8,760
TOTAL REVENUE	\$115,242	\$98,884	\$110,600	\$118,238

NUMBER OF GROUPS AT REGULAR CAMPGROUNDS
(DOES NOT INCLUDE EQUESTRIAN AND SCOUT/YOUTH CAMPING)

	1,841	1,573	1,595	1,559
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Natural Resource Management

Mike Brien, Director of Natural Resources

Mike Groves, Natural Resources Manager

Keith Krey, Stewardship Coordinator

Liz Hucker, Wildlife Biologist

July 2024 Activities Report

Natural Resources

- Assisted with storm cleanup efforts at Blackhawk Springs, Kishwaukee River, Kilbuck, Funderburg, Fuller, and Severson Dells Forest Preserves.
- Assisted with preparation and staffing of Hononoegah Forest Preserve birthday event.
- Harvested seed of shooting stars, spiderwort, blue joint grass, cow parsnip, red baneberry, Canada anemone, golden alexanders, various sedges, and others from preserves throughout the county.
- Chemically treated teasel, bird's-foot trefoil, crown vetch, and Canada thistle in preserves throughout the county.
- Chemically treated woody resprouts emerging in forestry mowed units at Deer Run, Funderburg, and Severson Dells Forest Preserves.
- Tractor mowed new prairie plantings at Funderburg Forest Preserve.
- Cleaned out culverts at Deer Run and Pecatonica Wetlands Forest Preserves.
- Conducted plant survey at Rockford Rotary Forest Preserve.
- Maintained native planting beds at Headquarters Forest Preserve and Atwood Golf Course.
- Picked up mulch from city yard to deliver to Klehm Arboretum.
- Mike Groves led a guided hike at Funderburg Forest Preserve.
- Steve Hornbeck led a REAP workday at Cedar Cliff Forest Preserve.
- Sandra Vaughn-Pottorff hosted a moth sampling with Burpee Museum of Natural History.
- Prepared staging area at Stone Bridge Forest Preserve for upcoming phragmites removal work.
- Processed seed as needed at Severson Dells facility.
- Assisted wildlife biologist with surveys for the state threatened regal fritillary butterfly.
- The Illinois Department of Natural Resources hosted a walk-up fishing clinic at Four Lakes Forest Preserve, which was attended by 35 people.
- Met with Alex Mills and Arc Design to review initial site plans for OSLAD funded nature playground at Klehm Arboretum.
- Met with Rockford Park District capital planning staff to learn more about their current capital projects and requisition process.
- Met with Wild Ones staff to create video content discussing the Bell Bowl Prairie salvage project at Cedar Cliff Forest Preserve.
- Surveyed unprotected prairie remnants with Illinois Department of Natural Resources and Illinois Nature Preserves Commission to determine if they meet threshold for inclusion in the Illinois Natural Areas Inventory.
- Continued work on the 2024-25 budget.
- Attended Natural Land Institute's Party on the Prairie.

Natural Resource Management

July 2024 Activities Report – Cont.

- Stantec Consulting continues to treat woody resprouts in the 80-acre project area that was forestry mowed over the winter with grant funds provided by The Conservation Fund. They continue to do great work and staff is happy with how the project is progressing.

Wildlife

- Met with biologists in Lake, McHenry, and Kane counties to learn more about their wildlife programs and participate in turtle trapping and mussel sampling.
- Applied for and received new Herptile Scientific Collector Permit and Aquaculture permit from the Illinois Department of Natural Resources.
- Amended current Threatened and Endangered Species permit to allow for new capture methods.
- Deployed remote acoustic bat monitors at six preserves.
- Used camera traps to monitor badger activity at Colored Sands Forest Preserve.
- Conducted sampling for rare pollinators, including the rusty patched bumblebee and regal fritillary, in preserves throughout the county.
- Conducted point counts for birds.
- Wrote protocol and created a database for snake monitoring project. 20 individual snakes from four species were captured and processed this month.
- Created guidelines and protocol for storing specimens in wildlife freezer.
- Gathered quotes for wildlife supplies as part of the budget planning process.
- Conducted site surveys, gathered supplies, and prepared equipment for upcoming fall turtle sampling.

Stewardship

- Hosted seed collection workday at Funderburg Forest Preserve.
- Monitored bluebird nest boxes at Cedar Cliff, Fuller, and Funderburg Forest Preserves.
- Assisted south area staff with storm clean up.
- Hosted Winnebago County High School cross country team at Fuller Forest Preserve to help clean up storm damage on trails.
- Awarded \$928 from the Volunteer Stewardship Network to purchase supplies for volunteer program.
- Completed The Nature Conservancy's native seed training online course.
- Attended the Stewardship Network's webinar "Growing towards equitable urban forest stewardship".
- Attended Better Impact's webinar "The community volunteer management model".
- Attended Get Connected's webinars "Volunteer leadership: crafting solutions and inspiring change" and "Responsible service: moving from harmful charity of co-dreaming".

2024 Statistics

A total of 163 volunteers earned 1,765.25 service hours from January 2024 through July 2024

The monetary value of these service hours equals **\$56,134.95** As of April 2023, the estimated national value of each volunteer hour is currently \$31.80 (based on the Independent Sector, April 19th, 2023)

Golf Operations

Vaughn Stamm, Director of Operations
Rich Rosenstiel, Clubhouse Manager
Tyler Knapp & Mark Freiman, Golf Maintenance Managers
July 2024 Activities Report

Clubhouse Operations:

- Tournaments, Outings, & Events:
 - Stateline Chamber Outing: Atwood GC - 100 players
 - Winnebago County Amateur: Macktown GC - 80 players
 - Durand Open: Atwood GC – 144 players
 - RGWA Women’s Team Play: Ledges GC - 60 players
 - Venetian Club Outing (Dual Shotgun) - Atwood GC
 - AM Shotgun- 128 Participants
 - PM Shotgun- 104
 - 232 Total players
 - RWGA Team Play: Ledges GC - 66 players
- F&B permit renewals for all 3 locations submitted and received.
- WCHD Inspections completed/passed for all 3 F&B operations.
- All 3 facilities continue to experience heavy traffic.

Golf Maintenance:

Ledges

- Daily scouting for fungal spores on greens, tees and fairways during prolonged periods of high heat and humidity.
- Hand watered localized dry spots on greens and collars.
- Vertical cut greens to remove lateral growth and unwanted organic matter.
- Continued fertility program on all putting green surfaces, tee complexes and fairways.
- Removed trees and unwanted vegetation along pond by 5 green.
- Continued trimming low hanging limbs along property line.
- Replaced pilot valves on several irrigation heads.
- Replaced several irrigation head risers.
- Pumped bunkers and pushed sand for proper playing depth.
- Edged all bunkers.
- Trimmed ponds and waterways with boom mower.
- String trimmed trees throughout the golf course.

Golf Operations

July 2024 Activities Report – Cont.

Macktown

- Daily scouting for fungal spores on greens, tees and fairways during prolonged periods of high heat and humidity.
- Edged bunkers and pushed sand for proper playing depth.
- Continued trimming low hanging limbs throughout the golf course.
- Repaired timing mechanism in irrigation pedestal.
- Hand watered localized dry spots on greens and collars.
- Finished edging greenside bunkers.
- Replaced cracked irrigation head on 14 fairway and repaired several others.
- String trimmed trees throughout the golf course.
- Replaced several irrigation head risers.
- Trimmed trees throughout the golf course.
- Removed unwanted vegetation around tee signs.
- Continued fertility programs for greens, tees and fairways.

Atwood

- Aerated collars with ¼ inch solid lines to improve water penetration throughout the soil profile.
- Scouted for turfgrass diseases daily due to hot and humid weather conditions.
- Pumped water from bunkers and adjust sand for proper playing depth.
- Repaired irrigation heads and replaced swing joints on multiple holes.
- Adjusted applications to greens fertility and fungicide program due to adverse weather conditions.
- Continued trimming trees near fairways.
- Fill divots on tees with sand and seed.
- Diagnosed and repaired several irrigation satellites with new timing mechanisms and control modules.
- Located irrigation lines in clubhouse lawn for event tent installation.
- Adjusted individual irrigation head run times on new central computer system.
- Continued with tee and fairway fertility programs.

**Forest Preserves of Winnebago County
Golf Course Revenue & Sales
November - July**

	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>
<u>Atwood Homestead</u>				
Green Fees	\$162,680	\$145,389	\$160,283	\$178,887
Foot Golf Fees	\$70	\$0	\$0	\$0
Cart Rental	\$125,040	\$112,704	\$121,619	\$137,553
Merchandise	\$22,082	\$18,075	\$22,265	\$19,249
Gift Card	\$277	\$487	\$575	\$599
Discount Gift Card	\$42,020	\$38,345	\$46,767	\$56,607
Capital Improvement Fee	\$16,153	\$13,992	\$14,651	\$15,132
Food & Beverage	\$52,721	\$51,787	\$72,094	\$67,066
Golf Club Rental	\$0	\$0	\$360	\$670
Video Gaming & ATM	\$3,008	\$3,074	\$2,736	\$2,806
Total Atwood Revenue	\$424,050	\$383,853	\$441,351	\$478,568
<u>Ledges</u>				
Green Fees	\$159,675	\$159,109	\$174,663	\$175,783
Cart Rental	\$123,401	\$120,143	\$135,149	\$136,664
Merchandise	\$15,028	\$17,199	\$20,837	\$16,814
Gift Card	\$278	\$111	\$245	\$0
Discount Gift Card	\$38,140	\$44,031	\$53,256	\$54,947
Capital Improvement Fee	\$15,599	\$15,496	\$16,644	\$16,672
Food & Beverage	\$70,097	\$72,998	\$88,287	\$87,950
Golf Club Rental	\$0	\$0	\$320	\$340
Video Gaming & ATM	\$2,460	\$2,144	\$1,048	\$4,413
Total Ledges Revenue	\$424,677	\$431,231	\$490,449	\$493,582
<u>Macktown</u>				
Green Fees	\$105,216	\$102,508	\$121,916	\$127,726
Cart Rental	\$87,319	\$81,497	\$98,790	\$101,289
Merchandise	\$11,239	\$10,489	\$13,435	\$10,156
Gift Card	\$0	\$0	\$0	\$144
Discount Gift Card	\$58,691	\$49,666	\$63,096	\$62,287
Capital Improvement Fee	\$10,921	\$10,144	\$12,389	\$11,806
Food & Beverage	\$57,359	\$57,411	\$71,355	\$71,731
Golf Club Rental	\$0	\$0	\$120	\$80
Video Gaming & ATM	\$2,813	\$1,905	\$2,639	\$1,858
Total Macktown Revenue	\$333,558	\$313,620	\$383,741	\$387,077
<u>Headquarters</u>				
Gift Card	\$1,875	\$2,554	\$1,430	\$3,120
Discount Gift Card	\$27,211	\$30,923	\$27,966	\$29,150
Golf Passes	\$268,255	\$293,510	\$314,585	\$329,946
Capital Improvement Fee	\$29,770	\$32,820	\$32,338	\$31,380
Tournaments	\$11,990	\$12,561	\$16,818	\$18,610
Private Golf Cart Registration	\$12,500	\$11,650	\$11,650	\$8,850
Total Headquarters Revenue	\$351,601	\$384,018	\$404,787	\$421,056
Total Golf Course Revenue	\$1,533,885	\$1,512,722	\$1,720,327	\$1,780,282

Option not available for that season

**Forest Preserves of Winnebago County
Golf Course Revenue & Sales
November - July**

	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>
<u>Rounds Played</u>				
Atwood	16,917	13,944	15,533	18,732
Footgolf	14	0	0	0
Ledges	15,129	13,925	15,575	12,726
Macktown	14,001	11,764	14,302	11,774
Total Rounds Played	46,061	39,633	45,410	43,232
<u>Golf Passes</u>				
Premier Card Res.	29	31	28	29
Premier Card Res.-Refer-A-Friend	28	36	37	46
Premier Card Non-Res.	2	1	2	2
Premier Card Non-Res.-Refer-A-Friend	2	3	1	1
Player Card Res.	186	189	164	167
Player Card Res.-Refer-A-Friend	223	252	278	274
Player Card Non-Res.	10	11	9	12
Player Card Non-Res.-Refer-A-Friend	20	24	20	17
Student Card Res.	61	68	73	102
Student Card Non-Res.	3	5	10	10
Team Pass	0	1	0	0
Practice Range Res.	21	25	19	19
Practice Range Non-Res.	0	0	0	0
Total Passes	585	646	641	679
<u>Private Golf Cart Registration</u>				
Inside Storage	0	3	3	2
Outside Storage	4	15	14	11
Home Storage	15	15	14	11
Total Private Golf Cart Registration	19	18	17	13

Option not available for that season

Marketing & Communication Relations

Renee Pixler, Communications Coordinator
July 2024 Activities Report

Marketing/Advertising:

- Have ads running on gorockford.com “Things To Do” pages.
 - Sports (golf)
 - Outdoor Activities
 - Family Fun
- Working with Mid-West Family Broadcasting.
 - Running digital ads and radio commercials
 - Running digital ads on Rock River Current website
- 7/1/24 – Sent press release to media contacts regarding CRTI grant award.
- Running social media ad to promote full-time and seasonal FPWC employment opportunities.
- Running social media ad to promote Couple’s Nine & Dine at Ledges Golf Course on Saturday, August 24, 2024.

Media Relations:

- Appeared on WIFR 23 Noon Show with Aaron Wilson to promote “Happy Birthday, Hononegah” event.
- Appeared on WIFR 23 Morning Blend show to promote “Happy Birthday, Hononegah” event.
- Interviewed with Steve Summers & Ryan Sartori on 95.3 The Bull to promote Happy Birthday, Hononegah event.
- Featured in “*Looking for something to do this weekend in Rockford area? Here are 35 upcoming events*” article on Rockford Register Star website.
- Featured in “*Discover the Rockford Adventure Trail: Explore Over 30 Local Sites and Attractions*” article on gorockford.com.
- Featured in “*Forest Preserves of Winnebago County prepare local forest restoration with historic grant*” article on WIFR website.
- Featured in “*Weekend events in farthest northern Illinois: Friday July 12 – Sunday July 14*” article on Rockton-Roscoe News website.
- Featured in “*Ledges Golf Course and south area forest preserves closed due to storm damage*” article on WIFR website.
- Featured in “*Hononegah Forest Preserve celebrates centennial anniversary*” article on Rockton-Roscoe News website.
- Featured in “*Looking for something to do this weekend in the Rockford area? Here are 26 upcoming events*” article on Rockford Register Star website.

Marketing & Communication Relations

July 2024 Activities Report – Cont.

Events/Programs:

- **Happy Birthday, Hononegah** – We celebrated the 100th year anniversary of Hononegah Forest Preserve on 7/13/24. We counted approximately 200 people who attended the event and enjoyed live music, hikes, Dairyhaus ice cream, crafts, and yard games!
 - Thank you to our vendors: Viceroy, Macktown Living History, Winnebago County Sheriff's Department, Dairyhaus
 - Thank you to the FPWC staff and volunteers who helped with event prep and day of set-up/tear down & facilitation



- 2024 Preserve Passport – We continue to see success and great engagement through the goosechase app! As of 8/9/24 we have:
 - 55 teams
 - 633 submissions
- 7/20/24 – We had our first *Howl at the Moon Night Hike* at Blackhawk Springs Forest Preserve. FPWC Deputy Eiten guided the hike and we had 30 participants.

Social Media:

- Social Media Stats (compared to June 2024 activities report).
 - FPWC Facebook: 4,976 followers (+36)
 - FPWC Instagram: 1,710 followers (+5)
 - FPWC Golf Facebook: 608 followers (+18)
 - FPWC Golf Instagram: 283 followers (+1)

Human Resources

Sherry Winebaugh, Human Resources Manager July 2024 Activities Report

- In July, I concentrated on several key areas, including seasonal and full-time new hire orientation and safety training, managing employee benefits, conducting interviews, and addressing various personnel issues.
- During the month, I conducted two seasonal new hire orientation and safety training sessions. These sessions highlighted our agency's culture, policies, and safety procedures, which contribute to a positive and safe work environment.
- This month we hired three new seasonal employees in July, increasing our seasonal staff count to 108.
- I continued to address various staff-related matters, reinforcing our commitment to resolving employee issues effectively while promoting a productive and positive work environment.
- On July 8th, Matt Weik, formerly South Area Senior Ranger, was promoted to North Area Manager. This promotion created a vacancy in the South Area, which was filled by Kyle Rohrer, who was promoted from South Area Ranger to Senior Ranger.
- Interviews were held for two positions: Scott Wallace and I interviewed Austin Bernhard, a seasonal employee for the South Area Ranger role. Bryan Helmold and I interviewed Trystan Boothe, a North Area Ranger, for the Trades Tech I position. Both Austin and Trystan were promoted.
- We celebrated National Hot Dog Day on July 17, 2024. Mike Holan and Vaughn Stamm grilled the hot dogs, while Kristy Knapp and I assembled them with chips and water for our employees.
- Our Summer Picnic took place at Atwood Homestead on July 31, 2024, with Pinnon Meats catering the event. The food was outstanding, and enjoyed Bingo with prizes and ice cream for dessert. I want to thank the Board of Commissioners who attended.

Law Enforcement

July 2024 Activities Report

7/10/24 - Cherry Valley Fire conducted a water rescue with Deputies assistance of 3 subjects that fell from a canoe in River at Kishwaukee FP, there were no injuries.

7/12/24 - 80 Hononegah Rd Domestic Battery / UUW Campers at campsite 36 called 911 because a male and female were in a physical fight at campsite 37. When deputies arrived Melanie Gibson and her brother Mark Gibson were detained. Mark had blood on his face and arms. Mark flew in from San Diego today to visit his sister. They started drinking and an argument started. Melanie pushed and punched Mark numerous times resulting in his injuries. While speaking to Deputy Baylor about the incident Melanie stated she had a hand gun in her camper. Melanie does not have a FOID. After obtaining consent from Melanie Deputy Baylor retrieved a .22 Ruger hand gun. Melanie has one previous conviction for domestic battery. She was lodged for UUW and domestic battery. WCSO patrol handled incident.

Brief Activity Summary

- There were 2 Criminal arrests (one gun recovered)
- There were 28 Calls for service inside of the Forest Preserves
- There were 5 Reports written
- There were 0 Ordinance violations (citations) written
- There were 0 Written warnings
- There were 22 Verbal warnings
- There were 4 Airfield permits
- There were 2 Equestrian bridle tags
- There were 17 Fishing license checks
- There were 41 Occupied shelter house patrols
- There were 38 Campground patrols
- There were 31 Patrols on trail systems
- There were 73.3 Directed patrol hours