

**Forest Preserves of Winnebago County
BOARD MEETING**

Wednesday, January 17, 2024 – 5:30 PM
Forest Preserve Headquarters



AGENDA

A. ROLL CALL

B. PLEDGE of ALLEGIANCE

C. APPROVAL of MINUTES
Minutes for December 20

D. PUBLIC PARTICIPATION, AWARDS, and PRESENTATIONS
1. Natural Resource Management Guide – Mike Brien

E. UNFINISHED BUSINESS / DISCUSSION

F. NEW BUSINESS

G. ACTION ITEMS

- Page**
- 1. Bills for December
 - 3. Acceptance of Partnership Agreement for Educational Programs with Burpee Museum
 - 8. Acceptance of Tree Preservation Policy

H. UPDATES and REPORTS

- 22. 1. Preserve Operations
- 23. 2. Land and Development
- 25. 3. Golf
- 26. 4. Marketing
- 28. 6. Human Resources
- 29. 7. Law Enforcement

I. CLOSED SESSION

J. ANNOUNCEMENTS and COMMUNICATIONS

- 1 January 18 – Restoration Work Day at Pecatonica Forest Preserve from 9:00am – 12:00pm.
- 2. January 24 – Volunteer Appreciation Event at Headquarters from 5:30pm – 7:00pm.
- 3. January 25 – Restoration Work Day at Macktown Forest Preserve from 9:00am – 12:00pm.

K. ADJOURNMENT

Next regular Board Meeting– 5:30 PM Wednesday, February 21, Forest Preserve Headquarters

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

Forest Preserves of Winnebago County
Authorization to Process Payment of Bills



January 17, 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 **\$ 569,279.66** 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	329,275.14
BOTANICAL GARDEN FUND	3120	3,906.46
HEALTH BENEFITS FUND	3185	43,715.11
SOCIAL SECURITY FUND	3192	19,762.08
RETIREMENT FUND	3193	17,544.75
IMPROVEMENT & DEV. FUND	3302	82,869.05
CORPORATE FUND	3402	<u>72,207.07</u>
		\$ 569,279.66

Respectfully submitted,

Steve Chapman, Finance Director

Date

RESOLUTION

No. 24-0101

PAYMENT OF BILLS FOR DECEMBER

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 December; 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 \$569,279.66 to be paid by the Forest Preserves of Winnebago County for the month of December 2023.

Voting YES _____

Voting NO _____

The above and foregoing Resolution was adopted this 17th day of January, 2024.

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

Jeff Tilly, President
Board of Commissioners

RESOLUTION

No. 24-0102

ACCEPTANCE OF PARTNERSHIP AGREEMENT WITH BURPEE MUSEUM OF NATURAL HISTORY FOR EDUCATIONAL PROGRAMS

WHEREAS, the Forest Preserves of Winnebago County (FPWC) operates 44 forest preserves in Winnebago County and provides land for the benefits of environmental, educational and recreational uses; and

WHEREAS, Burpee Museum of Natural History (Burpee) provides support for scientific research and scientific education; and

WHEREAS, the FPWC and Burpee wish to establish a partnership wherein they will jointly provide exhibits and Burpee will conduct educational programs at forest preserves owned by the FPWC; and

WHEREAS, FPWC legal counsel Sosnowski/Szeto has drafted a partnership agreement between Burpee Museum of Natural History and the Forest Preserves of Winnebago County for a period of two (2) years, with provision for termination should the need arise.

NOW THEREFORE, BE IT RESOLVED, the Board of Commissioners for the Forest Preserves of Winnebago County authorizes the Partnership Agreement between the Forest Preserves of Winnebago County and Burpee Museum of Natural History for a period of two (2) years.

Voting YES_____

Voting NO_____

The above and foregoing Resolution was adopted this 17th day of January, 2024.

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

Jeff Tilly, President
Board of Commissioners

AGREEMENT

This Agreement (“Agreement”), made and entered as of the date the last party to this Agreement executes this Agreement, by and between the FOREST PRESERVES OF WINNEBAGO COUNTY (“FPWC”), a body politic and corporate organized and existing under the Downstate Forest Preserve Act 70 ILCS 805/.01 et seq., and BURPEE MUSEUM OF NATURAL HISTORY (“Burpee”), an Illinois not-for-profit corporation, hereinafter collectively referred to herein at times as the “Parties”.

WITNESSETH:

WHEREAS, FPWC operates 44 forest preserves in Winnebago County and provides land for the benefits of environmental, educational and recreational uses; and

WHEREAS, Burpee provides support for scientific research and scientific education; and

WHEREAS, FPWC and Burpee wish to establish a partnership wherein they will jointly provide exhibits and Burpee will conduct educational programs at forest preserves owned by the FPWC.

NOW THEREFORE, in consideration of the covenants, agreements, mutual promises and other provisions herein contained and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, and with the above-recitals being incorporated herein and made a part hereof, the Parties hereto agree as follows:

I.

PURPOSE OF AGREEMENT

The Parties agree to work cooperatively to develop educational programs and exhibits at forest preserves owned by the FPWC for the betterment of the citizens of Winnebago County. The Parties agree to continue to collaborate on the “Nature Nook” exhibit housed at Burpee. Burpee will conduct educational programming about natural history by utilizing the forest preserves operated by FPWC.

II.

TERM

The term of this Agreement shall be for two (2) years commencing on the day that the last party executes this Agreement and expiring two (2) years thereafter (the “Term”). Either Party may terminate this Agreement upon providing the other party with at least thirty (30) days’ prior written notice of such intent to terminate this Agreement. The Parties may enter into an agreement to extend the Term in writing prior to the expiration of this Agreement.

III.
PERMIT FEES

Burpee shall not be required to pay any permit fees to FPWC for conducting the activities on premises owned by FPWC during the term of this Agreement.

IV.
INSURANCE AND INDEMNIFICATION

Burpee, during the entire Term of this Agreement, shall keep and maintain general public liability insurance in an amount not less than \$300,000.00 per occurrence combined single limit/\$500,000.00 aggregate against claims for bodily injury or death and property damage occurring on premises owned by the FPWC on which Burpee's exhibit or activity takes place. FPWC shall have no responsibility for any loss or damage of the personal property of Burpee stored or used on any premises owned by FPWC. Burpee shall bear the sole responsibility for any loss or damage of its personal property stored or used on the premises owned by the FPWC used under this Agreement including loss or damage which is accidental or the result of negligence of the FPWC or its agents or employees. Burpee shall provide to FPWC a certificate of the above-referenced insurance to FPWC which shall be named an additional insured on such insurance.

To the fullest extent permitted by law, the Parties hereto shall pay, indemnify, defend and hold harmless each other from and against any and all claims of any kind or nature, loss, expense, liability, damage or cost (including, without limitation, judgments, attorneys' fees and costs, court costs and the cost of appellate proceedings) which the other incurs or may incur because of injury to or death of any person or on account of damage to property arising out of the willful misconduct or negligent acts of the indemnifying party which is associated with or related to this Agreement and/or the performance of the terms and conditions set forth herein.

V.
RELEASE AND WAIVER

The Parties, on behalf of themselves and anyone claiming through or under the Parties by way of subrogation or otherwise, releases each Party, and each Party's officials, successors, assigns, employees, and managers from any and all liability for any loss of or damage, unless caused by the negligence of the other Party or its agents.

VI.
NOTICES

Any notices, demands or other communications required or permitted hereunder shall be in writing and delivered to the other party or the other party's authorized agent, either in person or by United States Certified Mail, Return Receipt Requested, postage fully prepaid, to the address set forth hereinafter, or to such other addresses as either party may designate in writing and deliver as herein provided:

Forest Preserves of Winnebago County
5500 Northrock Drive
Rockford, IL 61103
Attn: Executive Director

Burpee Museum of Natural History
737 North Main Street
Rockford, IL 61103
Attn: Executive Director

VII.
SUCCESSORS

All of the terms, conditions, covenants and provisions set forth in this Agreement shall inure to the benefit of and be binding upon the heirs, legal representatives, successors, executors and assigns of the Parties. Notwithstanding any provision to the contrary, this Agreement is personal to, and non-assignable by the Parties.

VIII.
ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the Parties hereto. No representations, promises, terms, conditions, obligations or warranties whatsoever referring to the subject matters hereof other than those expressly set forth herein, shall be of any binding legal force or effect whatsoever. No modification, change or alteration of this Agreement shall be of any legal force or effect whatsoever unless in writing, signed by all the Parties hereto or their respective successors or assigns. No waiver of any violation of any provision of this Agreement shall be implied by any neglect of one Party against the other Party to enforce any remedy arising from such violation, or if such violation is continued or repeated. A Party shall not be deemed to have waived any term hereof unless such waiver is in writing and signed by that Party.

IX.
JURISDICTION AND OTHER APPLICABLE LAWS

The laws of the State of Illinois shall govern the interpretation, validity, performance and enforcement of this Agreement. If any provision of this Agreement shall be held to be invalid or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected thereby. In the event of any litigation between the parties related to this Agreement, jurisdiction and venue shall be exclusively limited to a court in Winnebago County, State of Illinois.

X.
ATTORNEY FEES

In the event of any litigation between the parties related to or arising from this Agreement, the prevailing party shall be entitled to recover from the other party such prevailing party's reasonable costs, charges and expenses, including attorneys' fees in connection with same.

XI.
SEVERABILITY AND COUNTERPARTS

If any of the provisions of this instrument are invalid with any statute or rule of law of the State of Illinois or of any judicial district in which it may be so brought to be enforced, then such provisions shall be deemed null and void to the extent that they may conflict herewith, however the remainder of this instrument and any other application of such provision shall not be affected hereby. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the date first referenced above.

Forest Preserves of Winnebago County

Burpee Museum of Natural History

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

RESOLUTION

No. 24-0103

ACCEPTANCE OF TREE PRESERVATION POLICY

WHEREAS, trees provide numerous benefits and collectively make up the urban forest, an important part of Winnebago County's critical infrastructure; and,

WHEREAS, the Forest Preserves of Winnebago County own and manage over 11,500 acres, which contribute to the county's urban forest and green infrastructure; and,

WHEREAS, the Forest Preserves of Winnebago County was awarded an Urban & Community Forestry Grant (FFY22 01UCF 0867-10) from The Morton Arboretum's Chicago Region Trees Initiative; and,

WHEREAS, the Forest Preserves of Winnebago County agreed to create a Tree Preservation Policy as a condition of that award; and,

WHEREAS, the Tree Preservation Policy affirms the Forest Preserves of Winnebago County's commitment to the responsible management of its forest resources and establishes guidelines for the care of trees on District property; and,

WHEREAS, the Tree Preservation Policy must be approved by Forest Preserves of Winnebago County's Board of Commissioners as a requirement of the Urban & Community Forestry Grant award.

NOW THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Forest Preserves of Winnebago County approve the Tree Preservation Policy.

Voting YES _____

Voting NO _____

The above and foregoing Resolution was adopted this 17th day of January, 2024.

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

Jeff Tilly, President
Board of Commissioners



FOREST PRESERVES OF WINNEBAGO COUNTY

TREE PRESERVATION POLICY

Approved 1/17/2024

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1.1 STATEMENT OF PURPOSE

This policy is structured to preserve, protect and enhance critical infrastructure – the urban forest that is located on public land. The complete urban forest is comprised of trees across all land uses and ownership. This policy will regulate trees located on land owned by the Forest Preserves of Winnebago County but also recognizes that trees on private property are part of the collective community resource.

The purpose of this policy is to recognize the services and function that trees provide as a collective asset to the entire community and to state the goals of the Forest Preserves of Winnebago County, hereafter called, “the District” with respect to the protection, preservation, care, and planting of trees within the forest preserves.

Specific goals of this section are to:

A. Protect, preserve, and enhance the quality of life and general welfare of the residents of Winnebago County, and conserve and enhance the Forest Preserve’s natural, physical, and aesthetic environment.

B. Preserve, protect, and enhance the urban forest to ensure that trees are properly planted and maintained within the Forest Preserves of Winnebago County so that trees can protect, enhance and preserve the quality of life for people in Winnebago County.

C. Recognize that trees are an integral part of the infrastructure of the Forest Preserves of Winnebago County and as such should be preserved, protected, and cared for as other critical Forest Preserve infrastructure. Some of the many benefits associated with trees and the urban forest include:

- a. Trees absorb pollution from the air;
- b. Trees absorb and sequester carbon dioxide;
- c. Trees absorb and filter pollution from stormwater run-off;
- d. Trees produce oxygen;
- e. Trees reduce flooding;
- f. Trees stabilize soils and reduce erosion;
- g. Trees cool the surrounding area helping to reduce impacts due to heat islands;
- h. Trees reduce energy consumption by shielding structures from harsh winds and sun;
- i. Trees provide a buffer and screen against noise, light and pollution;
- j. Trees improve property values;
- k. Trees improve commercial district buyer traffic;
- l. Areas with trees have lower crime rates;
- m. Areas with trees have higher levels of community interaction;
- n. Trees provide important habitat for birds and other wildlife; and
- o. Trees protect and enhance our quality of life.

D. Trees provide collective benefits that extend beyond property boundaries throughout the entire Winnebago County.

E. Recognize that larger trees provide larger benefits. When a large tree is removed and replaced with a smaller tree the benefits and services are reduced.

F. Recognize that some trees may have a condition that constitutes a threat, danger or nuisance to the public or property within the Forest Preserves of Winnebago County or may be dangerous to the health of other trees and vegetation in the Forest Preserves.

1.2 DEFINITIONS

AMERICAN NATIONAL STANDARDS INSTITUTE A private nonprofit organization that oversees the development of voluntary consensus standards for products, services, processes, systems, and personnel in the United States.

APPROVED SPECIES LIST A list of tree species that are allowed to be planted in Forest Preserves without the need to grant an exception to the Tree Preservation Policy

BUILDING ACTIVITY AREA The portion of a property within which development activity, including grading, excavation, storage of materials, construction access, and construction or renovation of structures may occur.

CERTIFIED ARBORIST An individual who meets the qualifications set forth by the International Society of Arboriculture who may provide a variety of tree care services, including removal, pruning, fertilization, cabling, and pest management.

CONSULTING ARBORIST An individual who meets the qualifications set forth by the American Society of Consulting Arborists, who possesses the required knowledge to prepare detailed reports regarding tree protection, tree risk assessments, and value appraisals.

DAMAGE Impact or loss of function to any tree including, but not limited to, removal, root compaction, root removal, girdling, soil contamination, topping, excessive pruning, canopy removal, bark removal, poisoning, or any action that may result in the decline or death of a tree.

DIAMETER AT BREAST HEIGHT The diameter of the trunk of the tree measured in inches at a point 4.5 feet above ground line. This forestry standard measurement is used for established and mature trees and is referred to as "DBH". All reference to diameter size shall be to the DBH unless otherwise specified.

FOREST PRESERVE Any property owned by the Forest Preserves of Winnebago County, including all natural and maintained areas, golf courses, campgrounds, and lands covered under partnership agreements.

INFRASTRUCTURE The basic underlying framework or features that provide collective services, including but not limited to roads, waterlines, storm sewers, bioswales, and trees.

INVASIVE SPECIES An introduced or exotic species that significantly modifies or disrupts the ecosystem in which it colonizes

LATERAL LIMB Any branch that grows from the trunk of a tree or along the length of any other branch.

NUISANCE TREE Nuisance trees are trees that may negatively impact other trees, people, or structures. This includes, but is not limited to, diseased, infested, structurally unsound trees, or known Invasive Species.

RESTRICTED SPECIES LIST A list of species that shall not be planted on Forest Preserve property

TREE Any self-supporting woody plant, together with its root system, trunk and canopy growing upon the earth usually with one trunk, or a multi-stemmed trunk system, supporting a definitely formed crown.

TREE PRESERVATION PLAN A written document prepared by a qualified arborist that provides information on tree species, location, condition, suitability for preservation, and protective measures required prior to the commencement of any construction project that may jeopardize trees that are desired to be saved.

TREE REMOVAL The cutting down, destruction, or relocation of any tree, including damaging by poison or other direct or indirect action.

TRUNK The main stem of the tree below the branches

URBAN FOREST A forest, or a collection of trees, that grow within or surrounding a city, town, suburb, or municipality.

1.3 APPLICABILITY

This policy shall apply to all trees located on land owned by the Forest Preserves of Winnebago County, including all natural and maintained areas, golf courses, campgrounds, and lands covered under partnership agreements.

1.4 AUTHORITY AND ENFORCEMENT

The Director of Natural Resources, under the direction of the Executive Director of the Forest Preserves of Winnebago County and its Board of Commissioners, shall be responsible for the development, implementation, and enforcement of the Tree Preservation Policy.

1.5 PERSONNEL REQUIREMENTS

The Forest Preserves of Winnebago County is staffed by individuals with experience in tree care, forestry practices, and ecosystem management, along with a dedicated, full-time natural resource department. Should an issue related to the care and management of the urban forest arise, which is outside of the District's scope of expertise, the Forest Preserves of Winnebago County will consult with a Certified Arborist to remedy the issue.

Contractual work for the planting, removal, care, and protection of trees will be awarded as outlined in the Purchasing Policy & Procedures section of the District's Employee Handbook. Preference may be given to vendors with an International Society of Arboriculture Certified Arborist on staff. All vendors shall provide a certificate of insurance which satisfies the requirements outlined in the Purchasing Policy & Procedures section of the District's Employee Handbook.

1.6 TREE PLANTING AND MAINTENANCE

A. The Forest Preserves of Winnebago County shall plant trees from the Approved Species List (Attachment 1) within its natural areas, park areas, and parkways. The District may allow the planting of species not on the Approved Species List at its golf courses, campgrounds, within maintained landscape beds immediately surrounding its facilities, and at Klehm Arboretum & Botanic Garden provided the species is not on the Restricted Species List (Attachment 2).

B. The Forest Preserves of Winnebago County recognizes that planting and maintaining a diverse species composition has many benefits, including increased resistance to pests and diseases, resilience to climate change, and increased wildlife habitat. Species diversity protects the urban forest from catastrophic canopy loss. The District will strive to plant a diverse assemblage of tree species, while being mindful of the historic species composition and future climatic conditions of a site.

C. The Forest Preserves of Winnebago County recognize that diverse age structure of trees is critical to the health of the forest structure and protects the Forest Preserves from catastrophic loss. Proper care and management of the urban forest is critical for increased longevity of urban trees and shall be in compliance with the most recent edition of American National Standards Institute.

D. Trees purchased by the Forest Preserves of Winnebago County shall be of a quality consistent with the most current American Standards for Nursery Stock as approved by the most current edition of ANSI Standard Z60.1.

E. All tree care shall be consistent with the generally accepted industry standards for tree care practices as found in the most current edition of ANSI 300. Specifically;

a. Tree pruning shall be of a quality consistent with the standards found in the most current edition of ANSI A300 part 1.

b. All trees planted by, or under the direction of, the Forest Preserves of Winnebago County shall be planted consistent with the standards found in the most current edition of ANSI A300 part 6.

1.7 TREE REMOVAL

Tree removals are an impact to the entire urban forest, whether on public or private land. It is clearly documented that larger trees provide larger benefits and as such, tree removal fees and fines are based on diameter (See Penalties for Tree Damage). It is recognized that newly planted trees will take decades

to provide ecosystem services equivalent to mature trees and for this reason efforts should be made to preserve and protect trees where they are growing.

Tree removal is a necessary component of ecological restoration. The District may remove living, healthy trees as part of a natural resource management plan, for reasons including:

1. To restore the historic species composition of a site (e.g. removing mesophytic trees species from an oak / hickory woodland)
2. To prevent succession from occurring in sites the District desires to maintain free of trees
3. To alter canopy cover to increase the coverage of understory plants and allow for the regeneration of desirable tree species

The District may remove any nuisance tree that threatens the safety of preserve patrons or District infrastructure. Trees that are dead, dying, or otherwise unsound, that do not pose a risk to the public, adjacent landowners, or preserve infrastructure shall be left standing as wildlife habitat.

1.8 TREE PROTECTION

This Section applies to any work or activity which may have a negative impact on a Forest Preserve of Winnebago County tree.

- A. Unless otherwise authorized by this Policy, it shall be unlawful for any person to remove, injure, or undertake any procedure which will cause death, substantial damage, or create a hazard, to any tree located in a Forest Preserve.
- B. The District may require a Tree Preservation Plan in the event a site improvement may impact a tree that is desired to be saved. This plan must be approved, and implemented prior to the start of any work or delivery of any materials to the Building Activity Area. The approved Tree Preservation Plan shall be available on the site throughout the entire construction period until final approvals for all site work shall be received in writing. The plan may include any of the following components;
 - a. Protective fencing is required for protection of any tree to be preserved in place. Fencing shall be installed at a minimum distance of one-foot, for every inch DBH of the tree, from the trunk of the tree. In the instances of tree pits, fencing shall be located at the edge of pavement. This fencing shall be orange snow type fencing, a minimum of 4 feet in height and held in place by metal posts driven into the ground no more than 10 feet apart.
 - b. All protective fencing shall be in place before any construction or material delivery is to take place. All protective fencing shall remain in place until final approval of all site conditions is given in writing.
 - c. No tree shall be impacted within the protective fencing area, including the tree canopy.
 - d. No equipment or materials shall be parked, driven or stored within the protective fencing area or on the root zone of any tree.

1.9 PENALTIES FOR TREE DAMAGE

All fines, penalties, and civil remedies within the General Use Regulations are set forth by Ordinance by the Forest Preserves of Winnebago County's Board of Commissioners. Per the Forest Preserves of Winnebago County's General Use Regulations, "No person shall upon or in connection with any property of the Forest Preserves cut, remove, uproot, or destroy any tree, sapling, seedling, bush, shrub, flower, or plant, whether alive or dead; or chip, blaze, box, girdle, trim, or otherwise deface or injure any tree, shrub or bush, or break or remove and branch or foliage thereof."

Any person found guilty of violating any of these provisions of the General Use Regulations shall be assessed a fine of no more than \$1,000, as allowed in Section 7B of the Forest Preserve's General Use Regulations. Such fine shall not preclude the District from pursuing additional civil penalties in the form of restitution for vandalism or damage to District property. Damage to trees will be assessed according to the following:

<u>Diameter</u>	<u>\$ per Inch</u>
0-6"	\$100
6.1 - 15"	\$200
15.1" <	\$400

Should a tree be removed completely or experience Damage to the trunk, the compensatory value will be calculated based on the diameter at breast height (DBH) or diameter of the cut surface, whichever is lower in height.

In the event of the removal of or Damage to lateral limbs, the compensatory value will be determined based on the diameter of the lateral limb(s) six inches from where the limb departs the trunk or the cut surface, whichever is closest to the trunk. If the aggregate diameter of damaged or removed limbs on a single tree exceeds the DBH of that tree, the DBH of the tree will be used to determine the compensatory value.

Each tree cut down, destroyed, damaged, removed or moved shall constitute a separate offense. If the value of a tree is believed to exceed the compensatory value calculated according to this section, the District may at its sole discretion seek an independent appraisal of the tree's value from a Consulting Arborist.

Any fine or penalty collected by the District for the loss or damage of trees shall be used, wholly or in part, to replace the trees for which restitution was made. Any funds that exceed the cost to purchase, plant, and maintain a replacement tree shall be deposited into the general fund.

This section shall not apply to any individual, group, or organization that is removing any species on the Restricted Species List or conducting ecological restoration work under the direction of, or with written approval of, the Forest Preserves of Winnebago County.

1.10 SEVERABILITY

The provisions of this policy shall be deemed to be severable and invalidity or unenforceability of any provisions shall not affect the validity and enforceability of the other provisions hereof.

ATTACHMENT ONE: Approved Species List

Scientific Name (Accepted Binomial)	Preferred Common Name & Spelling	Native to Winnebago County
<i>Acer floridianum</i>	Florida maple	N
<i>Acer negundo</i>	boxelder	Y
<i>Acer nigrum</i>	black maple	Y
<i>Acer rubrum</i>	red maple	Y
<i>Acer saccharinum</i>	silver maple	Y
<i>Acer saccharum</i>	sugar maple	Y
<i>Aesculus flava</i>	yellow buckeye	N
<i>Aesculus glabra</i>	Ohio buckeye	N
<i>Aesculus pavia</i>	red buckeye	N
<i>Alnus rugosa</i>	speckled alder	Y
<i>Alnus serrulata</i>	hazel alder	N
<i>Amelanchier arborea</i>	downy serviceberry	Y
<i>Amelanchier interior</i>	inland serviceberry	Y
<i>Amelanchier laevis</i>	Allegheny serviceberry	Y
<i>Amelanchier sanguinea</i>	roundleaf serviceberry	Y
<i>Aralia spinosa</i>	devils-walkingstick	N
<i>Asimina triloba</i>	pawpaw	N
<i>Betula alleghaniensis</i>	yellow birch	Y
<i>Betula nigra</i>	river birch	N
<i>Betula papyrifera</i>	paper birch	N
<i>Betula populifolia</i>	gray birch	Y
<i>Carpinus caroliniana</i>	American hornbeam	Y
<i>Carya aquatica</i>	water hickory	N
<i>Carya cordiformis</i>	bitternut hickory	Y
<i>Carya glabra</i>	pignut hickory	N
<i>Carya illinoensis</i>	pecan	N
<i>Carya laciniosa</i>	shellbark hickory	N
<i>Carya ovalis</i>	red hickory	N
<i>Carya ovata</i>	shagbark hickory	Y
<i>Carya pallida</i>	sand hickory	N
<i>Carya texana</i>	black hickory	N
<i>Carya tomentosa</i>	mockernut hickory	N
<i>Castanea dentata</i>	American chestnut	Y
<i>Catalpa speciosa</i>	northern catalpa	N
<i>Celtis laevigata</i>	sugarberry	N
<i>Celtis occidentalis</i>	common hackberry	Y
<i>Celtis tenuifolia</i>	Georgia hackberry	N
<i>Cercis canadensis</i>	eastern redbud	N
<i>Cladrastis kentukea</i>	yellowwood	N

<i>Cornus alternifolia</i>	alternate-leaf dogwood	Y
<i>Cornus drummondii</i>	roughleaf dogwood	N
<i>Cornus florida</i>	flowering dogwood	N
<i>Cornus foemina</i>	stiff dogwood	N
<i>Cornus racemosa</i>	gray dogwood	Y
<i>Cornus rugosa</i>	roundleaf dogwood	Y
<i>Cornus sericea</i>	red-osier dogwood	Y
<i>Crataegus crus-galli</i>	cockspur hawthorn	Y
<i>Crataegus mollis</i>	downy hawthorn	Y
<i>Crataegus pruinosa</i>	frosted hawthorn	N
<i>Crataegus punctata</i>	dotted hawthorn	Y
<i>Crataegus succulenta</i>	fleshy hawthorn	Y
<i>Crataegus viridis</i>	green hawthorn	N
<i>Diospyros virginiana</i>	common persimmon	N
<i>Fagus grandifolia</i>	American beech	N
<i>Forestiera acuminata</i>	swamp-privet	N
<i>Fraxinus americana</i>	white ash	Y
<i>Fraxinus nigra</i>	black ash	Y
<i>Fraxinus pennsylvanica</i>	green ash	Y
<i>Fraxinus profunda</i>	pumpkin ash	Y
<i>Fraxinus quadrangulata</i>	blue ash	Y
<i>Gleditsia aquatica</i>	waterlocust	N
<i>Gleditsia triacanthos</i>	honeylocust	Y
<i>Gymnocladus dioicus</i>	Kentucky coffeetree	N
<i>Halesia carolina</i>	Carolina silverbell	N
<i>Hamamelis virginiana</i>	witch-hazel	Y
<i>Ilex decidua</i>	possumhaw	N
<i>Ilex opaca</i>	American holly	N
<i>Ilex verticillata</i>	common winterberry	Y
<i>Juglans cinerea</i>	butternut	Y
<i>Juglans nigra</i>	black walnut	Y
<i>Juniperus virginiana</i>	eastern redcedar	Y
<i>Larix laricina</i>	tamarack	N
<i>Liquidambar styraciflua</i>	sweetgum	N
<i>Liriodendron tulipifera</i>	yellow-poplar	N
<i>Magnolia acuminata</i>	cucumbertree	N
<i>Malus angustifolia</i>	southern crabapple	N
<i>Malus coronaria</i>	sweet crabapple	N
<i>Malus ioensis</i>	prairie crabapple	Y
<i>Morus rubra</i>	red mulberry	Y
<i>Nyssa aquatica</i>	water tupelo	N
<i>Nyssa biflora</i>	swamp tupelo	N
<i>Nyssa sylvatica</i>	blackgum	N

<i>Ostrya virginiana</i>	eastern hophornbeam	Y
<i>Pinus banksiana</i>	jack pine	N
<i>Pinus echinata</i>	shortleaf pine	N
<i>Pinus resinosa</i>	red pine	N
<i>Pinus strobus</i>	eastern white pine	Y
<i>Planera aquatica</i>	water-elm	N
<i>Platanus occidentalis</i>	sycamore	Y
<i>Populus balsamifera</i>	balsam poplar	Q
<i>Populus deltoides</i>	eastern cottonwood	Y
<i>Populus grandidentata</i>	bigtooth aspen	Y
<i>Populus heterophylla</i>	swamp cottonwood	N
<i>Populus tremuloides</i>	quaking aspen	Y
<i>Prunus americana</i>	American plum	Y
<i>Prunus angustifolia</i>	Chickasaw plum	N
<i>Prunus hortulana</i>	hortulan plum	N
<i>Prunus mexicana</i>	Mexican plum	N
<i>Prunus nigra</i>	Canada plum	N
<i>Prunus pensylvanica</i>	pin cherry	Y
<i>Prunus serotina</i>	black cherry	Y
<i>Prunus virginiana</i>	chokecherry	Y
<i>Ptelea trifoliata</i>	common hoptree	Y
<i>Quercus alba</i>	white oak	Y
<i>Quercus bicolor</i>	swamp white oak	Y
<i>Quercus coccinea</i>	scarlet oak	N
<i>Quercus ellipsoidalis</i>	northern pin oak	Y
<i>Quercus falcata</i>	southern red oak	N
<i>Quercus imbricaria</i>	shingle oak	N
<i>Quercus lyrata</i>	overcup oak	N
<i>Quercus macrocarpa</i>	bur oak	Y
<i>Quercus marilandica</i>	blackjack oak	N
<i>Quercus michauxii</i>	swamp chestnut oak	N
<i>Quercus montana</i>	chestnut oak	N
<i>Quercus muehlenbergii</i>	chinkapin oak	Y
<i>Quercus pagoda</i>	cherrybark oak	N
<i>Quercus palustris</i>	pin oak	N
<i>Quercus phellos</i>	willow oak	N
<i>Quercus prinoides</i>	dwarf chinkapin oak	N
<i>Quercus rubra</i>	northern red oak	Y
<i>Quercus shumardii</i>	Shumard oak	N
<i>Quercus stellata</i>	post oak	N
<i>Quercus texana</i>	Nuttall oak	N
<i>Quercus velutina</i>	black oak	Y
<i>Rhamnus lanceolata</i>	lanceleaf buckthorn	Y

Rhus copallinum	winged sumac	N
Rhus glabra	smooth sumac	Y
Rhus typhina	staghorn sumac	Y
Robinia pseudoacacia	black locust	N
Salix amygdaloides	peachleaf willow	Y
Salix bebbiana	Bebb willow	Y
Salix caroliniana	coastal plain willow	N
Salix discolor	pussy willow	Y
Salix eriocephala	Missouri River willow	Y
Salix interior	sandbar willow	Y
Salix lucida	shining willow	Y
Salix myricoides	bayberry willow	N
Salix nigra	black willow	Y
Salix sericea	silky willow	N
Salix serissima	autumn willow	N
Sassafras albidum	sassafras	N
Sideroxylon lanuginosum	gum bumelia	N
Sideroxylon lycioides	buckthorn bumelia	N
Sorbus americana	American mountain-ash	N
Staphylea trifolia	American bladdernut	Y
Taxodium distichum	baldcypress	N
Thuja occidentalis	northern white-cedar	N
Tilia americana	American basswood	Y
Ulmus alata	winged elm	N
Ulmus americana	American elm	Y
Ulmus rubra	slippery elm	Y
Ulmus thomasii	rock elm	Y
Vaccinium arboreum	farkleberry	N
Viburnum lentago	nannyberry	Y
Viburnum prunifolium	blackhaw	Y
Viburnum rufidulum	rusty blackhaw	N
Zanthoxylum americanum	prickly-ash	Y

ATTACHMENT TWO: Restricted Species List

Scientific Name (Accepted Binomial)	Preferred Common Name & Spelling
<i>Acer ginnala</i>	amur maple
<i>Acer platanoides</i>	Norway maple
<i>Ailanthus altissima</i>	tree of heaven
<i>Albizia julibrissin</i>	mimosa
<i>Alnus glutinosa</i>	black alder
<i>Elaeagnus angustifolia</i>	Russian olive
<i>Elaeagnus umbellata</i>	autumn olive
<i>Euonymus alatus</i>	burning bush
<i>Frangula alnus</i>	glossy buckthorn
<i>Ligustrum sinense</i>	Chinese privet
<i>Lonicera maackii</i>	amur Honeysuckle
<i>Lonicera morrowii</i>	Morrow's Honeysuckle
<i>Lonicera tatarica</i>	tartarian Honeysuckle
<i>Paulownia tomentosa</i>	princess tree
<i>Phellodendron amurense</i>	amur cork tree
<i>Phyllostachys aurea</i>	golden bamboo
<i>Pyrus calleryana</i>	callery pear
<i>Rhamnus cathartica</i>	common buckthorn
<i>Rhamnus davurica</i>	Dahurian buckthorn
<i>Robinia pseudoacacia</i>	black locust
<i>Viburnum lantana</i>	wayfaring tree

Preserve Operations

Vaughn Stamm, Director of Operations
Scott Stewart & Scott Wallace, Preserve Managers
Bryan Helmold, Facility & Equipment Manager
December 2023 Activities Report

- Removed old bridge deck from #3 Ledges and poured new concrete approach on one end.
- Serviced string trimmers and chainsaws.
- Sanded and painted trash barrels.
- Removed flags from preserves for the season.
- Replaced wood planking on twenty picnic tables.
- Bucked and split firewood.
- Ongoing trail maintenance performed at Blackhawk Springs, Deer Run, and Oak Ridge.
- Removed multiple trees at Ledges Golf Course around pump house.
- Cleared honeysuckle at Kilbuck Bluffs and Hinchliff.
- Cleaned and organized South Area maintenance shop area.
- Attended FPWC Job Fair at Headquarters on Tuesday, December 19th.
- Completed annual staff performance evaluations.
- Preserve and Central Shop staff attended E.A.R.L party.
- Burned our brush piles at Sugar River and Atwood.
- Tree removals and clean up in Sugar River Campground.
- All furnaces and heaters had annual inspections performed.
- Returned ATV burn rig to central shop.
- Ordered several new signs for the fly field at Kieselburg.
- Winterized mowers and moved them to cold storage.
- Picked up a pallet of salt from Conserv FS.
- Utilized stump grinder in various preserves.
- Exchanged skid steers with Central Shop and North Area.
- Removed a downed tree near Atwood Homestead Old Settlers Shelter.
- Detailed and waxed several trucks.
- Completed monthly safety inspections.
- Hauled equipment to/from central shop for yearly maintenance.

Land and Development

Mike Brien, Director of Natural Resources

Mike Groves, Natural Resources Manager

Keith Krey, Stewardship Coordinator

December 2023 Activities Report

Natural Resource Staff

- Natural resource and south area operations staff teamed up to clear four acres of woods inside the paved loop at Kilbuck Bluff (Upper) Forest Preserve.
- Forestry mowed invasive brush and chemically treated stumps at Funderburg and Deer Run Forest Preserves.
- Began staging and repairing equipment for the upcoming deer management season.
- Participated in a seed swap with the Northern Illinois Native Seed Network.
- Hand cut trees and invasive brush at Sugar River, Funderburg, Deer Run, Four Lakes, and Headquarters Forest Preserves.
- Dropped off over 400 pounds of prairie grass seed to be processed at Taylor Creek Nurseries.
- Completed equipment maintenance as needed.
- Conducted site meetings and equipment inspections for the forestry mowing project at Funderburg Forest Preserve.
- Created a Tree Preservation Policy as required by the Urban and Community Forestry Grant received from the Chicago Region Trees Initiative received by Klehm Arboretum earlier in the year.
- Began working on the 2024 Natural Resource Management Guide.
- Participated in the District's career fair.

Stewardship Coordinator

- Performed maintenance to bluebird nest boxes.
- Held weekly restoration workdays.
- Attended webinar by Get Connected & Volunteer Strategies-Measuring and Communicating Volunteer Impact: Beyond Hours and Dollars.
- Attended Illinois Parks and Recreation Association Communications and Marketing section board meeting.
- Attended the Stewardship Network's Zoom meeting-RADical ecosystem: Applying the RAD (Resist-Accept-Direct) framework.
- Participated in the District's career fair and volunteer open house.

Land and Development

December 2023 Activities Report – Cont.

2023 Statistics

A total of 224 volunteers earned 2,166.55 service hours from January 2023 through December 2023.

The monetary value of these service hours equals **\$68,896.29**. 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
December 2023 Activities Report

Clubhouse Operations:

- Customer Counter / Cash Wrap appointments for all three locations.
- Hood and carpet cleaning quotes for all three locations.
- Christmas sale at Atwood Homestead on golf merchandise.
 - 10:00am – 2:00pm.
 - Just shy of \$1,000 in sales.
 - Additional promotional considerations for 2024
- 2024 Career / Volunteer Fair
 - Decent attendance.
 - Obtained a few potential candidates for the golf operations.
- Have Begun scheduling interviews / meetings with 2024 seasonal staff.
- Returned all 2023 rental program clubs to manufacturer.

Golf Maintenance:

- Full-time golf staff attended the Employee Appreciation and Recognition Luncheon.
- Participated in career fair held at Forest Preserve Headquarters.
- Organic fertilizer applied to greens at all three-golf courses.
- Mulched leaves and burned brush piles at Ledges and Macktown.
- Fertilizer and pesticide bid prepared for all three golf courses.
- Mechanics servicing equipment and grinding reels at Ledges and Macktown.
- Volunteer tree removal between #2 green and #4 tee at Ledges.
- Tree removal and cleanup behind #17 green at Ledges.
- Tree removal and cleanup left of #5 fairway at Ledges.
- South Area employees brought bucket truck and assisted with tree removal next to pump house at Ledges.
- Isolation valve installation completed by contractor on holes #4, #11, #12 and #18 at Ledges.
- Removed railing by front door at Macktown and took to shop for refinishing.
- Volunteer tree removal and cleanup along #16 fairway at Macktown.
- Dead and hazardous tree removal and cleanup and continued trimming trees along fairways at Macktown.
- Continued fall clean-up and identified trees for removal at Atwood.
- Completed full-time employee evaluations at all three locations.
- Prepared bid specifications for Atwood tow behind finish mower.
- Macktown Clubhouse main entrance hand railing removed, sanded and painted.
- Macktown shade shelter removed by third tee due to poor condition and rotting wood.

Marketing & Communication Relations

Renee Pixler, Communications Coordinator

December 2023 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
- Submitted ¼ ad for New Years issue in Beloit Daily News.

Media Relations

- Featured in “*Forest Preserves of Winnebago County looking for seasonal help*” article on WREX.com.
- Featured in “*Bird Alert: Winnebago County enjoys first ever sighting of rare bird*” article on WREX.com.
- Featured in “*What’s happening in the Stateline – Friday, December 15 – Friday December 22*” article on Rockton-Roscoe News.com.
- Featured in “*Forest Preserves of Winnebago County begins forestry mowing at Rockford preserve*” article on WREX.com.
- 12/19/23 – Live with Aaron Wilson (23 WIFR) to promote the Career and Volunteer Open House, FPWC Calendars, and other forest preserve information.

Events/Programs

- *EARL (12/8/23)* – Assisted Sherry with planning and facilitating the Employee Appreciation & Recognition Luncheon. We enjoyed a nice meal from Mission BBQ, service awards and fun games at Ledges Clubhouse!



Marketing & Communication Relations December 2023 Activities Report Continued



- *Career & Volunteer Open House (12/19/23)* – We had 42 people attend the open house, with a good mix of people interested in seasonal positions and volunteer opportunities.
 - From 12/19/23 to 1/8/24, we have had 68 seasonal applications submitted.
 - Keith talked to 11 people at the open house and had 5 fill out applications.
- *Howl at the Moon Hike* – Our last hike of 2023 was held at Hononegah Forest Preserve. We had 30 participants of all ages who enjoyed hiking and s'mores.



Social Media

- Social Media Stats (compared to November 2023 report)
 - FPWC Facebook: 4,607 followers (+29)
 - FPWC Instagram: 1,613 followers (+1)
 - FPWC Golf Facebook: 520 followers (+5)
 - FPWC Golf Instagram: 264 followers (+0)

Human Resources

Sherry Winebaugh, Human Resources Manager December 2023 Activities Report

- I worked with Roxanne Sosnowski on the revision of our employee handbook. A preliminary redline draft was prepared and presented to the Board during the December 20, 2023 meeting. The proposed changes were approved by the Board. We will create and distribute copies and Mike Holan and I will communicate and review the modifications with all employees.
- Teamed up with Hannah and Angelica from Paylocity during our HR Kickoff Calls on December 11 and 18, 2023. I will furnish them with the necessary documentation for new and rehired Seasonal Employees. Our upcoming weekly meeting will focus on discussing Enhanced HR/Analytics.
- Took part in the Career and Volunteer Open House held on Tuesday, December 19, 2023 from 2pm to 7pm. We had a great turnout and received numerous Seasonal applications as a result of this event.
- Kristy, Renee and I helped Judy Barnard distribute delicious Christmas cookies to all our employees. We had a great time!
- I collaborated with Mike Holan on personnel matters within the organization.
- On Friday, December 8, 2023 from 11:30 am to 2:30 am, our Employee Appreciation and Recognition Luncheon took place at the Ledges Golf Course. Renee and Keith organized great games that were equally enjoyable to participate in and watch! Kristy, Alana and Mike Holan did an excellent job with the catering provided by Mission BBQ. Special thanks to Emily, Mike Holan, and Judy Barnard for their help with the decorating. Additionally, congratulations are in order for Mike Brien and Arnie Walker, the 2023 Cornhole Winners!

Law Enforcement

December 2023 Activities Report

12/02 Kieselburg Forest Preserve

Deputies were dispatched here for an unresponsive male in a truck, with a hose taped to the tail pipe, and ran into the cab. Two subjects that were in the park noticed the truck and the hose. They opened the truck door and removed the male, but he was unresponsive. Medical arrived and transported him to a local hospital. Crime scene called to process the scene. Sgt. Jones notified and detectives were called in. Sgt. Heavin on scene. Lt. Broullard notified.

11/28 Deputy Kempin has been selected as the new Winnebago County Forest Preserve Deputy. Deputy Kempin brings nearly 20 years of service and a wide knowledge of experience. Patrol Deputies have been conducting extra patrol in the forest preserves and locking the gates when available to do so.

Brief Activity Summary

- There were 0 Criminal arrests
- There were 4 Calls for service inside of the Forest Preserves
- There were 2 Reports written
- There were 0 Ordinance violations (citations) written
- There were 0 Written warnings
- There were 11 Verbal warnings
- There were 1 Airfield permits
- There were 0 Equestrian bridle tags
- There were 0 Fishing license checks
- There were 6 Occupied shelter house patrols
- There were 0 Campground patrols
- There were 16 Patrols on trail systems
- There were 22 Directed patrol hours