

**Forest Preserves of Winnebago County
BOARD MEETING**

Wednesday, November 19, 2025 – 5:30 PM
Forest Preserve Headquarters



AGENDA

- A. ROLL CALL**
- B. PLEDGE of ALLEGIANCE**
- C. PRESENTATIONS (Invited)**
1. Save the Holt House Committee
- D. COMMENTS FROM THE PUBLIC**
- E. OLD BUSINESS**
- F. NEW BUSINESS**
1. Approval of Minutes from October 22, 2025 – Budget Hearing and Board Meeting
 2. Approval of Bills for October
 3. Approval of 2026 Board Meeting Schedule
 4. Approval of Forestry Mowing Bid
 5. Approval of Skid Steer Purchase
 6. Delegate to IAPD Annual Business Meeting
 7. Approval of Staff Discretionary Bonus
 8. Approval of Compensation for FY 2025-26
 9. Approval of Holt House Committee Extension
- G. UPDATES and REPORTS**
1. Preserve Operations
 2. Natural Resource Management
 3. Golf
 4. Marketing
 5. Human Resources
 6. Partner Groups
- H. CLOSED SESSION**
- I. ANNOUNCEMENTS and COMMUNICATION**
1. December 5- Employee Appreciation & Recognition Brunch at Prairie Street Brewing Company from 10:00am – 1:00pm.
 2. December 6 – Winter Restoration Work Day & Hike at Hononegah Forest Preserve starting at 9:00am.
- J. ADJOURNMENT**

Next regular Board Meeting– 5:30 PM Wednesday, December 17, Forest Preserve Headquarters

If you require assistance while attending our meetings, please call 815-877-6100 or email ewendlandt@winnebagoforest.org no less than 48 hours prior to the Board meeting.

Anyone wishing to address the Board may 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



November 19, 2025

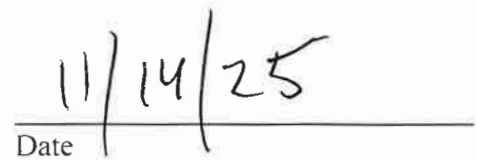
**TO: THE AUDITOR AND TREASURER OF THE
FOREST PRESERVES OF WINNEBAGO COUNTY.**

Your Forest Preserves of Winnebago County Board of Commissioners, to whom were referred the following bills in the amount of **\$ 899,641.07** 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	320,561.71
BOTANICAL GARDEN FUND	3120	89,234.59
HEALTH BENEFITS FUND	3185	42,704.82
SOCIAL SECURITY FUND	3192	29,908.65
RETIREMENT FUND	3193	26,434.14
LIABILITY RESERVE FUND	3194	17,047.00
IMPROVEMENT & DEV. FUND	3302	165,989.43
LAND ACQUISITION FUND	3307	1,608.00
CORPORATE FUND	3402	<u>206,152.73</u>
		\$ 899,641.07

Respectfully submitted,


Steve Chapman, Finance Director


Date

RESOLUTION

No. 25-1101

PAYMENT OF BILLS FOR OCTOBER

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 October; 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 \$899,641.07 to be paid by the Forest Preserves of Winnebago County for the month of October, 2025.

Voting YES _____ Voting NO _____ Voting ABSTAINED _____

The above and foregoing Resolution was adopted this 19th day of November, 2025.

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

Jeff Tilly, President
Board of Commissioners

Gloria Lind, Secretary
Board of Commissioners

RESOLUTION
No. 25-1102

**Establishing the date, time and location of each regular meeting of the Board
of Commissioners of the Forest Preserves of Winnebago County for the
period from January 1, 2026 through December 31, 2026**

WHEREAS, under the provisions pursuant to Sec. 2.02, the Open Meetings Act 5 ILCS 120/2.02 (1992), the Board of Commissioners of the Forest Preserves of Winnebago County is required to provide public notice of the date, time and location of its regularly scheduled meetings; and

WHEREAS, the Board of Commissioners will hold regular meetings during the year 2026 and may hold additional meetings at such other times as may be determined.

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

Section 1. That it shall conduct regular meetings at 5:30 PM in the conference room of Forest Preserve Headquarters, 5500 Northrock Drive, Rockford, Illinois on the 3rd Wednesday of every month throughout 2026.

January 21	May 20	September 16
February 18	June 17	October 21
March 18	July 15	November 18
April 15	August 19	December 16

Section 2. That additional meetings may be scheduled as needed.

Section 3. That any changes, deletions or additions to times or locations in this schedule shall be posted 48 hours in advance at Forest Preserve Headquarters and distributed to any public media requesting notice of such meetings.

Section 4. That the Secretary of the Board of Commissioners is hereby directed to supply copies of this Resolution to any public media having filed an annual request for notice of the scheduled meetings of the Board of Commissioners of the Forest Preserves of Winnebago County.

Voting YES _____ Voting NO _____ Voting ABSTAINED _____

The above and foregoing Resolution was adopted this 19th day of November, 2025.

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

Jeff Tilly, President
Board of Commissioners

Gloria Lind, Secretary
Board of Commissioners

RESOLUTION

No. 25-1103

ACCEPTANCE OF BID PACKAGE FP # 25-1101 FORESTRY MOWING AT FUNDERBURG FOREST PRESERVE

WHEREAS, the Forest Preserves of Winnebago County Board of Commissioners approved the expenditure of \$120,000.00 to continue ongoing work to restore high quality oak – hickory woodland at Funderburg Forest Preserve as part of the 2025-26 capital budget; and,

WHEREAS, in accordance with the District’s purchasing policy, competitive sealed bids were solicited to complete the work at Funderburg Forest Preserve via Bid Package FP 25-1101; and,

WHEREAS, nine firms responded to Bid Package FP 25-1101; and,

WHEREAS, the lowest qualified bid was received from ENCAP, Inc., of Dekalb, IL, to complete the base work (\$80,883.00) and option #1 (\$26,750.00) as specified, for a total project cost of \$107,633.00; and,

WHEREAS, the bid form requested a cost breakdown for additional services to be completed up to the project’s not to exceed amount; and,

NOW THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Forest Preserves of Winnebago County accept the bid from ENCAP, Inc., of Dekalb, IL, to complete work on 58 acres as specified in Bid Package FP 25-1101 for the cost of \$107,633.00 and authorize additional restoration services at the project site in an amount not to exceed the project budget of \$120,000.00.

Voting YES _____ Voting NO _____ Voting ABSTAINED _____

The above and foregoing Resolution was adopted this 19th day of November, 2025.

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

Jeff Tilly, President
Board of Commissioners

Gloria Lind, Secretary
Board of Commissioners

BID TAB
 25-1101 FORESTRY MOWING AT FUNDERBURG FOREST PRESERVE
 BID OPENING – NOVEMBER 7, 2025 AT 10:00AM

VENDOR	Encap, Inc.	HGS, LLC dba RES Environmental Operating Company, LLC	Pizzo and Associates LTD	Tallgrass Restoration	Semper Fi Yard Service	Bluestem Ecological Services	Homer Tree Service, Inc.	Davey Resource Group, Inc.	Integrated Lakes Management, Inc.
BASE (47.3 acres) TOTAL COST FOR BASE PROJECT	\$80,883.00	\$86,200.00	\$77,184.00	\$116,135.00	\$158,690.00	\$96,538.00	\$108,790.00	\$122,175.90	\$175,176.00
OPTION #1 (10.7 acres) TOTAL COST FOR OPTION #1	\$26,750.00	\$27,600.00	\$58,466.67	Hourly rates to be submitted upon award & work to allowed budget	\$35,895.00	\$18,482.00	\$23,500.00	\$34,400.50	No Bid
TOTAL BID COST	\$107,633.00	\$113,800.00	\$135,650.67	\$116,135.00	\$194,585.00	\$115,020.00	\$132,290.00	\$156,576.40	\$175,176.00
ADDITIONAL SERVICES - FORESTRY MOWING (COST PER ACRE)	\$1,200.00	\$1,200.00	\$1,608.00	\$1,150.00	\$2,625.00	\$1,645.00	\$2,500.00	\$1,983.00	\$2,123.00
ADDITIONAL SERVICES - FOLIAR HERBICIDE APPLICATION (COST PER ACRE)	\$850.00	\$840.00	\$1,608.00	Hourly rates to be submitted due to varying density of material	\$730.00	\$470.00	No Bid	\$600.00	\$1,065.00
ADDITIONAL SERVICES - BASAL BARK HERBICIDE APPLICATION (COST PER ACRE)	\$850.00	\$1,100.00	\$1,608.00	Hourly rates to be submitted due to varying density of material	\$730.00	\$850.00	No Bid	\$2,570.00	\$515.00
RECEIVED ADDENDUM	0 of 0	0 of 0	0 of 0	0 of 0	0 of 0	0 of 0	0 of 0	0 of 0	0 of 0

Forest Preserves of Winnebago County
 5500 Northrock Drive, Rockford, IL 61103
 Phone: (815) 877-6100 | FPWC@winnebagoforest.org

RESOLUTION
No. 25-1104
PURCHASE OF SKIDSTEER AND ATTACHMENTS

WHEREAS, the Forest Preserves of Winnebago County Board of Commissioners approved the purchase of a new skid steer for the Natural Resource Department as part of the 2025-26 capital budget; and,

WHEREAS, the desired equipment is available through the Sourcewell Cooperative Purchasing program (Contract # 011723-CNH-1); and,

WHEREAS, Miller-Bradford & Risberg Inc., of Rockford, IL is the local Case dealer and is able to supply one Case SV340B, two bucket attachments, and one fork attachment for a total cost of \$84,375; and,

WHEREAS, staff budgeted \$85,000 for this capital purchase; and,

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Forest Preserves of Winnebago County authorize the purchase of one Case SV340B skidsteer and three attachments from Miller-Bradford & Risberg Inc. of Rockford, IL., under Sourcewell Cooperative Purchasing Agreement #011723-CNH-1, for the cost of \$84,375.00.

Voting YES _____ Voting NO _____ Voting ABSTAINED _____

The above and foregoing Resolution was adopted this 19th day of November, 2025.

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

Jeff Tilly, President
Board of Commissioners

Gloria Lind, Secretary
Board of Commissioners

RESOLUTION

No. 25-1005

DELEGATES TO IAPD BUSINESS MEETING

WHEREAS, the Illinois Association of Park Districts (IAPD) requires each member agency to select delegates to their Annual Business Meeting which will be held on January 31, 2026; and

WHEREAS, the Forest Preserves of Winnebago County (FPWC) is an IAPD member and therefore must assign delegates to represent the FPWC; and

WHEREAS, the FPWC typically assigns the Executive Director and up to three (3) other individuals, comprised of staff and/or Board members, as delegates;

NOW THEREFORE, BE IT RESOLVED, that the individuals listed on IAPD Credentials Certificate be considered delegates to represent the FPWC at the IAPD Annual Business Meeting on January 31, 2026.

Voting YES _____ Voting NO _____ Voting ABSTAINED _____

The above and foregoing Resolution was adopted this 19th day of November, 2025.

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

Jeff Tilly, President
Board of Commissioners

Gloria Lind, Secretary
Board of Commissioners

CREDENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the

Forest Preserves of Winnebago County held at
(Name of Agency)

Rockford, IL on November 19th, 2025 at 5:30pm
(Location) *(Month/Day/Year)* *(Time)*

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 31, 2026 at 3:30 p.m:**

	<u><i>Name</i></u>	<u><i>Title</i></u>
Delegate:	Dan Olson	Executive Director

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal: Signed: _____
(President of Board) **Jeff Tilly**

Attest: _____
(Board Secretary) **Gloria Lind**

Return this form to: Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186
Email: iapd@ilparks.org

RESOLUTION

No. 25-1106

DISCRETIONARY BONUS FOR FULL AND PART-TIME EMPLOYEES

WHEREAS, the Board of Commissioners of the Forest Preserves of Winnebago County recognizes the significant contributions of its employees to the District's success and growth; and,

WHEREAS, the Board, in consultation with staff during the annual budget process, proposed discretionary bonuses for staff based on the District's financial performance during the 2024-25 fiscal year, and,

WHEREAS, the Board has determined that it is in the best interest of the District to implement a one-time discretionary bonus for District staff, in the 2025-26 fiscal year, to help retain and motivate individuals, and;

NOW THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Forest Preserves of Winnebago County hereby approves the following criteria for a one-time discretionary bonus for full and part-time employees to be paid in the 2025-26 fiscal year.

- I. A one-time discretionary bonus pool, not to exceed \$55,500.00 is established to be paid in the 2025-26 fiscal year, which was included in the 2025-26 fiscal year budget.
- II. All full-time employees (27 total) that were employed as full-time, from January 1, 2025 through Oct. 31, 2025 and are still employed as of December 5, 2025 will be eligible for a base discretionary bonus of one-thousand three hundred dollars (\$1,300.00) plus twenty dollars (\$20.00) for each completed full-year of employment with the District, calculated as of October 31, 2025 to be paid in one lump sum.
- III. All full-time employees (excluding the Executive Director) (4 total) that were not employed as full time from January 1, 2025 through Oct. 31, 2025 and are still employed as of December 5, 2025 will be eligible for a prorated discretionary bonus based on the number of hours completed in the Jan. to Oct. timeline, to be paid in one lump sum.
- IV. All part-time employees (2 total) that were employed between January 1, 2025 and October 31, 2025 and are still employed as of December 5, 2025, will be eligible for a seven hundred fifty dollar (\$750.00), one-time discretionary bonus, to be paid in one lump sum.

Voting YES _____ Voting NO _____ Voting ABSTAINED _____

The above and foregoing Resolution was adopted this 19th day of November, 2025.

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

Jeff Tilly, President
Board of Commissioners

Gloria Lind, Secretary
Board of Commissioners

RESOLUTION

No. 25-1107

EMPLOYEE COMPENSATION ADJUSTMENTS FISCAL YEAR 2025-26

WHEREAS, the Board of Commissioners of the Forest Preserves of Winnebago County is committed to maintaining fair, competitive and equitable compensation for its employees in order to recruit and retain highly-qualified individuals, and,

WHEREAS, the Board, in consultation with staff during the annual budget process, proposed an annual salary increase and a merit pool, for qualified full and part-time employees, to be paid beginning January 1, 2026, and,

WHEREAS, the Board has determined that it is in the best interest of the District to implement a program of salary increases and merit based adjustments for District full and part-time staff, in the 2025-26 fiscal year, and;

NOW THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Forest Preserves of Winnebago County hereby approves the following compensation adjustments for full and part-time employees, effective January 1, 2026:

- I. A general compensation pool, not to exceed \$60,100.00, shall be approved for distribution effective January 1, 2026, which has been included in the 2025-26 budget.
- II. A one-time general salary increase of three percent (3%) for all full and part-time employees, that have been in their current positions since January 1, 2025.
- III. A one-time general salary increase of one and one-half percent (1.5%) for all full and part-time employees (excluding the Executive Director) that have successfully passed the 90-day required probationary period as of January 1, 2026 and have worked in their current positions less than one year.
- IV. No compensation adjustment will be given to individuals that are in a probationary period as of January 1, 2026.

NOW THEREFORE, BE IT FURTHER RESOLVED, the Board of Commissioners of the Forest Preserves of Winnebago County hereby approves the following merit pool for full and part-time employees, effective January 1, 2026:

- I. An additional merit-based pool not to exceed \$43,000.00, is approved for distribution based on individual performance reviews and requests by supervisors, which has been included in the 2025-26 budget.
- II. Individuals rated a satisfactory or higher on performance evaluations shall be eligible for a merit adjustment of up to two percent (2%), based on their supervisor's recommendation to the Executive Director.
- III. Individual merit increases shall be calculated on the individual's salary, prior to applying the general adjustments.
- IV. Individuals within a probationary period as of January 1, 2025, will not be eligible for a merit adjustment.

Voting YES_____ Voting NO_____ Voting ABSTAINED_____

The above and foregoing Resolution was adopted this 19th day of November, 2025.

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

Jeff Tilly, President
Board of Commissioners

Gloria Lind, Secretary
Board of Commissioners

RESOLUTION
No. 25-1108

**Extending the Time Period to Explore the Feasibility of
and Funding Sources for the Holt House Restoration**

WHEREAS, Elijah Holt, an early settler, built a family home between 1840 and 1843 in the area now known as Severson Dells Forest Preserve; and,

WHEREAS, the home was built using 400-million-year-old limestone taken from the nearby creek and is one of the first limestone homes built in Winnebago County; and

WHEREAS, the Save The Holt House (STHH) group was formed to explore the feasibility of restoring the building, to identify possible funding sources for the renovation; and to determine its potential uses; and,

WHEREAS, the STHH community group has made great progress and has been invited to submit a proposal to nominate the Elijah Holt building to the National Register of Historic Places, as well as having explored potential future uses for the building; and

WHEREAS, the process of exploring possible capital and revenue sources for the renovation of the building is underway; including the use of Historic Tax Credits that the building would qualify for being on the National Register;

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

Section 1. - That the STHH group be given additional time to complete their feasibility study; and,

Section 2. – That the Board of Commissioners gives the STHH group another nine months to complete their study, with progress reports provided to the Board every 3 months, and

Section 3. - That this Resolution shall be in full force and effect immediately upon its adoption by the Board of Commissioners, and,

Section 4. - That the Secretary of the Forest Preserve District is hereby authorized and directed to deliver copies of this Resolution to each member of the Board of Commissioners, to the Executive Director and to the Feasibility Committee.

Voting YES _____ **Voting NO** _____ **Voting ABSTAIN** _____

The above and foregoing Resolution was adopted this 19th day of November, 2025.

Jeff Tilly, President
Board of Commissioners

Gloria Lind, Secretary
Board of Commissioners

Preserve Operations

Vaughn Stamm, Director of Operations
Matt Weik & Scott Wallace, Preserve Managers
Bryan Helmold, Facility & Equipment Manager
October 2025 Activities Report

- Brush Hog mowed roadways and trails at Hononegah.
- Hauled various equipment to and from central shop for service.
- Blew leaves and debris off roadways and campground sites.
- Trimmed pine trees along parking lot by Black Willow Springs Shelter at Kieselburg.
- Added gravel around entrance signs at Jensen, Ferguson and Two Rivers.
- Cleaned out fire pits at Sugar River Campground weekly.
- Trimmed Hackberry tree at Colored Sands Canoe Launch.
- Prepped for Halloween event at Sugar River Campground.
- Prepped for Frenchman's Frolic event at Macktown Historic District.
- Removed large broken limb over roadway at Hononegah.
- Removed large dead oak tree at entrance to Sugar River Campground/Maintenance Shop.
- Washed Sugar River Campground attendant golf cart.
- Took updated photos of various locations for Preserve Operations Manual.
- Installed new hitching post outside of Trading Post at Macktown Historic District.
- Painted various outhouse floors in preserves.
- Boarded up broken barn window at Hononegah.
- Trail work at Kieselburg in preparation for cross country event.
- Washed windows at Headquarters Office Building.
- Continued trimming trees and dead limbs along main roadway at Hononegah (bridge to lower gate entrance).
- Brush mowed along roadway in preserve at Atwood. Mowed Reed Canary grass areas.
- Completed monthly safety inspections.
- Area Mechanical performed yearly furnace service on buildings at Macktown Historic District, Hononegah Maintenance Shop and Sugar River Maintenance Shop.
- Transplanted young oak trees to various areas at Hononegah to allow for better growth and easier brush mowing.
- Collected money and sold firewood at Hononegah Campground (No Host).
- Seasonal maintenance employees done for season on October 31st.
- Repaired and painted well pump station building at Seward Bluffs Campground.
- Added gravel to boat ramp landings at Trask Bridge, and Pecatonica River.

Preserve Operations

October 2025 Activities Report – Cont.

- Patched blacktop at Hinchliff entrance gate area.
- Cleaned out fire rings at Seward bluffs Campground.
- Removed two hazardous trees from along entrance drive at Seward Bluffs.
- Painted south and east facing exterior walls at the Rotary cabin.
- Ground stumps throughout various preserve areas.
- Restocked firewood at Seward Bluffs Campground.
- Repaired climbing tube at Blackhawk Springs playground.
- Multiple tree removals from Espenscheid, Indian Hill, Severson Dells, and Pecatonica River Scout Camp areas.
- Cut and repaired asphalt at the Kishwaukee River Maintenance Shop.
- Winterized water lines at Seward bluffs Equestrian area, and the Arrowhead Shelter.
- Painted entrance structures at Crooked River and Four Lakes Dog Training Area.
- Completed chainsaw sharpening and maintenance.
- Forestry cutting along trail edges at Deer Run, Oak Ridge, and Seward Bluffs.
- Ongoing mowing, leaf removal and trail system maintenance through the preserves.
- Cleaned out the storm gutters at the Severson Dells Deer Lodge.
- Pressure washed signage at Fuller, and Seward Bluffs.
- Mowed snowmobile trails at Four lakes, Pecatonica Wetlands, and Seward Bluffs.
- Four Lakes water control structures was cleared of debris.
- Bucked and split firewood for the campground.

FOREST PRESERVES OF WINNEBAGO COUNTY

Year End Totals

	<u>2023-2024</u>		<u>2024-2025</u>	
	<u>Number</u>	<u>Total</u>	<u>Number</u>	<u>Total</u>
Small Shelter Res.	59	\$5,015	50	\$4,250
Small Shelter N/Res.	7	\$770	6	\$660
Large Shelter Res.	136	\$14,960	126	\$13,860
Large Shelter N/Res.	5	\$675	9	\$1,215
Electric Res.	175	\$21,875	167	\$20,875
Electric N/Res.	14	\$2,170	21	\$3,255
TOTAL	396	\$45,465	379	\$44,115
ONLINE	273	69%	310	82%
Over 300 Res.	0	\$0	0	\$0
Over 300 N/Res.	0	\$0	0	\$0
Ground Use/Tent Res	14	\$420	17	\$530
Ground Use/Tent N/Res.	1	\$100	2	\$90
Building Use Permits	1	\$100	5	\$500
Commercial Photography Permit	3	\$300	2	\$200
Special Use Permits	5	\$1,005	15	\$2,780
Rides	12	\$480	21	\$840
TOTAL	36	\$2,405	62	\$4,940
ONLINE	14	39%	26	42%
Equestrian Passes	Number	Total	Number	Total
Yearly Tag Res.	102	\$5,100	90	\$4,500
Yearly Tag N/Res.	48	\$3,360	36	\$2,520
TOTAL	150	\$8,460	126	\$7,020
ONLINE	43	29%	50	40%
Fly Field Passes	Number	Total	Number	Total
Yearly Pass Res.	50	\$1,750	38	\$1,330
Yearly Pass N/Res.	11	\$495	13	\$585
TOTAL	61	\$2,245	51	\$1,915
ONLINE	23	38%	17	33%
Metal Detecting Passes	Number	Total	Number	Total
Yearly Pass Res.	37	\$925	36	\$900
Yearly Pass N/Res.	7	\$245	9	\$315
TOTAL	44	\$1,170	45	\$1,215
ONLINE	11	25%	14	31%
GRAND TOTAL	687	\$59,745	663	\$59,205
ONLINE	350	51%	417	63%

**FOREST PRESERVES OF WINNEBAGO COUNTY
2022-2025
CAMPING REVENUE COMPARISON**

	<u>2022</u> (thru 10/24)	<u>2023</u> (thru 10/23)	<u>2024</u> (thru 10/30)	<u>2025</u> (thru 10/27)
CAMPGROUNDS				
Hononegah	\$30,309	\$36,080	\$37,563	\$42,062
Seward Bluffs	37,032	44,949	53,186	57,609
Sugar River	<u>72,911</u>	<u>72,343</u>	<u>79,239</u>	<u>71,739</u>
Campground Revenue	\$140,252	\$153,372	\$169,988	\$171,410
SCOUT/YOUTH CAMPGROUNDS				
Hononegah	\$185	\$366	\$282	\$150
Pecatonica River	605	540	577	535
Rockford Rotary	335	340	331	340
Seward Bluffs	245	135	0	0
Sugar River	<u>240</u>	<u>222</u>	<u>589</u>	<u>231</u>
Scout/Youth Campground Revenue	\$1,610	\$1,603	\$1,779	\$1,256
EQUESTRIAN CAMPGROUNDS				
Oak Ridge	\$61	\$64	\$492	\$535
Seward Bluffs	<u>1,107</u>	<u>1,287</u>	<u>1,302</u>	<u>1775</u>
Equestrian Campground Revenue	\$1,168	\$1,351	\$1,794	\$2,310
FIREWOOD				
Hononegah	\$1,750	\$1,865	\$3,369	\$2,575
Seward Bluffs	2,417	3,737	3,977	3,883
Sugar River	<u>7,244</u>	<u>9,588</u>	<u>8,908</u>	<u>9,459</u>
Firewood Revenue	\$11,411	\$15,190	\$16,254	\$15,917
TOTAL REVENUE	\$154,441	\$171,516	\$189,815	\$190,893
NUMBER OF GROUPS AT REGULAR CAMPGROUNDS (DOES NOT INCLUDE EQUESTRIAN AND SCOUT/YOUTH CAMPING)	2,464	2,608	2,723	2,664

Natural Resource Management

Mike Brien, Director of Natural Resources

Mike Groves, Natural Resources Manager

Keith Krey, Stewardship Coordinator

Liz Hucker, Wildlife Biologist

October 2025 Activities Report

Natural Resource Staff

- Harvested seeds of prairie dropseed, pale purple coneflower, culver's root, butterfly milkweed, wild coffee, Solomon's seal, royal catchfly, prairie dock, wild petunia, rattlesnake master, mountain mint, asters, goldenrods, and others from preserves throughout the county.
- Chemically treated Siberian elm, black locust, and other woody invasives in preserves throughout the county.
- Installed burn breaks in preserves throughout the county in preparation for fall burn season.
- Improved access drive to an inholding at Sugar River Alder Forest Preserve by regrading, installing road stone, and providing avenue for water to drain.
- Forestry mowed invasive brush at Atwood Golf Course and Blackhawk Springs, Sugar River Alder, and Funderburg Forest Preserves.
- Sandra led a fall color hike at Seward Bluffs Forest Preserve.
- Eric led a Hononegah High School field trip at Sugar River Forest Preserve where students learned about the ecology of Winnebago County and helped harvest seed.
- Installed native plum, hazelnut, viburnum, and dogwood shrubs in cleared areas at Funderburg Forest Preserve.
- Installed wetland shrubs, including elderberry, viburnum, and black currant, around swamp net run at Colored Sands Forest Preserve.
- Planted plugs grown by staff in the District nursery in preserves throughout the county.
- Cleaned and processed harvested seed as needed.
- Watered recently planted trees at various preserves as needed.
- Continued working with Blakemore Architects on design of new natural resource facility.
- Continued working on land acquisition projects.
- Worked on bid documents for upcoming capital projects.
- Submitted grant reports and reimbursement requests as required.

Wildlife

- Seasonal wildlife assistant, Abigail Pounders, was promoted to full-time wildlife technician at the beginning of the new budget year.
- Finished turtle trapping for the 2025 season
 - There were 797 unique turtle capture events in 2025
 - 547 painted turtles

Natural Resource Management

October 2025 Activities Report – Cont.

- 223 snapping turtles
- 19 spiny softshell turtles
- 8 Blanding’s turtles

Wildlife Continued

- 1,532 total organisms caught in hoop nets including, turtles, frogs, aquatic insects, fish, and crayfish.
- Met with Wisconsin Department of Natural Resources staff to discuss ornate box turtle management and surveillance along the state line.
- Utilized the District’s drone to identify badger activity in northwestern preserves.
- Led a guided bird hike at Deer Run Forest Preserve.
- Toured DuPage County Forest Preserve’s Urban Stream Research Center to learn more about mussel and Hine’s emerald dragonfly proration and surveillance.
- Assisted Illinois Natural History Survey staff with a tick survey at Hononegah Forest Preserve.
 - Survey revealed the highest number of ticks found at a single site anywhere in the state
 - The ticks were collected and sample for diseases; the results are still pending.
- Toured northwestern preserves with wildlife staff from Cook County Forest Preserves to discuss protocols for an upcoming badger health surveillance project.
- Met with Dr. Allison Sacerdote – Velat of Peggy Notebaert Nature Museum and the Chicago Academy of Sciences for preserve tours and to discuss the management of smooth green snake populations in Winnebago County.
- Repair, maintenance, and cleaning of field equipment.

Stewardship

- Represented the District at the Rockford Public Schools Annual Academy Expo at the Indoor Sports Center.
- Held five restoration workdays at Funderburg, Crooked River, Blackhawk Springs, and Kishwaukee Gorge Forest Preserves.
- Replaced and repaired blue bird nest boxes as needed.
- Attended Illinois Park and Recreation Association’s natural resource management round table.
- Hosted a tour of the District’s seed processing operation for volunteers.
- Met with a Boy Scout to discuss potential Eagle Scout service projects.
- Attended the Xerces Society’s virtual firefly symposium.
- Met with Liza Lehrer, of the Lincoln Park Zoo, to discuss best bat monitoring practices and bat data sharing.

Natural Resource Management

October 2025 Activities Report – Cont.

- Met with Jackie Bero, stewardship ecologist for the McHenry County Conservation District, to discuss implantation of their volunteer stewardship program.
- Hosted a litter pickup day at Blackhawk Springs Forest Preserve with the Jesus Christ Church of Latter-Day Saints.
- Attended several webinars to stay current on volunteer stewardship issues.

2025 Statistics

A total of 277 volunteers earned 4,048.75 service hours from January 2025 through October 2025.

The monetary value of these service hours equals **\$140,856**. As of April 2025, the estimated national value, of each volunteer hour is currently \$34.79 (based on the Independent Sector).

Golf Operations

Vaughn Stamm, Director of Operations
Rich Rosenstiel, Clubhouse Manager
Tyler Knapp & Mark Freiman, Golf Maintenance Managers
October 2025 Activities Report

Clubhouse Operations:

- Golf Outings & Events;
 - Benny's Outing @ Ledges GC - 140 participants
 - HAM Invitational Outing @ Macktown GC - 100 participants
- Macktown Closed for Season:
 - Final day of play= 10/19/25
- Starting times adjusted - 9:00am Weekdays & Weekends
- RFP for Point-of-Sale upgrades:
 - Online booking engine
 - Point of sale
 - Food & Bev
 - Membership Management
- Continued to reduce golf / F&B inventories via end of season sales/closeouts.
- Took delivery of new ice storage bins. Install to take place during off-season.
- 2026 request for rehire forms distributed to golf seasonal staff.
- Daily Operations.

Golf Maintenance:

Ledges

- Performed daily course cleanup of leaves, pine cones and needles on greens, tees and fairways through blowing, mulching and sweeping.
- Trimmed and cleaned up all ornamental grasses around clubhouse landscaping and tee complexes throughout the golf course.
- Removed all stumps and prepared the area behind the 17th tee complex for memorial tree planting.
- Removed all annual flowers from the pots surrounding clubhouse.
- Closed and winterized the halfway house located behind the 9th tee complex.
- Removed, cleaned, and stored all ball washers for the off-season.
- Removed and cleaned up several trees that had been washed downstream and became tangled beneath the bridge on the 13th hole.
- Mowed all waterways and pond edges using the boom mower to maintain visibility and enhance course appearance.
- Continued fertility program on greens, tees and fairways.
- Hand watered localized dry spots on greens, collars and approaches.

Golf Operations

October 2025 Activities Report – Cont.

- Irrigation repairs including pilot valves and drive motor replacement.
- Finished servicing, cleaning and waxing golf car fleet.
- Began pressure washing and detailing all maintenance equipment.
- Mechanic performed repairs and maintenance on equipment.

Macktown

- Performed daily course fall cleanup of leaves, pine cones, and needles on greens, tees and fairways through blowing, mulching, and sweeping.
- Continued trimming low-hanging branches around greens, tees, and along fairways.
- Removed all annual flowers from the pots surrounding clubhouse.
- Finished servicing, cleaning and waxing golf car fleet.
- Began pressure washing and detailing all maintenance equipment.
- Removed, cleaned, and stored all ball washers for the off-season.
- Tested and winterized the irrigation system and pump station.
- Moved golf car fleet into storage for the off-season.
- Repaired and tested multiple irrigation pedestal timing mechanisms.
- Continued fertility program on greens, tees and fairways.
- Hand watered localized dry spots on greens, collars, and approaches.
- Installed drive motors in numerous improperly functioning irrigation heads.
- Mechanic performed repairs and maintenance on equipment.
- Paint fuel tanks to improve appearance and protect from weather.

Atwood

- Aerated putting greens with ¼ inch solid tines to reduce compaction. improve air, water and nutrient movement to the root zone.
- Repaired numerous irrigation heads leaking swing joints prior to system winterization.
- Thoroughly cleaned, detailed and serviced golf car fleet.
- Swept and mulched leaves to keep playing surfaces clean.
- Cleaned annual flower beds and remove planters from clubhouse.
- Trimmed overhanging trees from maintenance building and pump house.
- Granular fertilizer applied to driving range tee and practice area.
- Daily golf course maintenance preformed to greens, tees and fairways.

**Forest Preserves of Winnebago County
Golf Course Revenue & Sales
November - Year End Totals**

	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
<u>Atwood Homestead</u>				
Green Fees	\$244,423	\$272,264	\$312,527	\$358,091
Cart Rental	\$0	\$202,573	\$231,348	\$253,575
Merchandise	\$188,837	\$34,518	\$31,068	\$35,073
Gift Card	\$29,938	\$725	\$599	\$953
Discount Gift Card	\$687	\$67,466	\$85,025	\$101,733
Capital Improvement Fee	\$58,472	\$23,219	\$24,238	\$26,062
Food & Beverage	\$22,289	\$111,470	\$115,182	\$134,230
Golf Club Rental	\$91,969	\$600	\$880	\$310
Video Gaming & ATM	\$4,887	\$3,939	\$5,010	\$288
Total Atwood Revenue	\$641,502	\$716,774	\$805,877	\$910,314
<u>Ledges</u>				
Green Fees	\$262,507	\$286,575	\$309,170	\$355,595
Cart Rental	\$196,833	\$217,756	\$232,928	\$249,664
Merchandise	\$25,555	\$29,296	\$28,287	\$32,874
Gift Card	\$111	\$245	\$0	\$1,100
Discount Gift Card	\$65,078	\$76,686	\$86,600	\$96,492
Capital Improvement Fee	\$24,352	\$26,182	\$26,746	\$26,203
Food & Beverage	\$123,658	\$143,030	\$156,539	\$158,201
Golf Club Rental	\$0	\$680	\$820	\$1,340
Video Gaming & ATM	\$5,173	\$2,894	\$5,390	-\$347
Total Ledges Revenue	\$703,266	\$783,344	\$846,481	\$921,122
<u>Macktown</u>				
Green Fees	\$177,854	\$211,731	\$218,384	\$242,474
Cart Rental	\$139,749	\$167,640	\$165,245	\$190,123
Merchandise	\$16,822	\$19,453	\$16,080	\$20,730
Gift Card	\$25	\$0	\$217	\$1,319
Discount Gift Card	\$78,056	\$97,355	\$100,900	\$116,575
Capital Improvement Fee	\$17,637	\$20,401	\$20,121	\$20,595
Food & Beverage	\$95,953	\$114,607	\$119,479	\$116,644
Golf Club Rental	\$0	\$200	\$110	\$270
Video Gaming & ATM	\$3,814	\$3,815	\$5,962	\$0
Total Macktown Revenue	\$529,910	\$635,201	\$646,497	\$708,731
<u>Headquarters</u>				
Gift Card	\$2,554	\$1,430	\$3,170	\$1,250
Discount Gift Card	\$34,072	\$30,804	\$32,822	\$34,275
Golf Passes	\$294,780	\$315,785	\$328,440	\$353,205
Capital Improvement Fee	\$32,820	\$32,338	\$32,880	\$35,400
Tournaments	\$16,670	\$18,623	\$23,605	\$20,725
Private Golf Cart Registration	\$11,650	\$11,650	\$10,150	\$9,500
Total Headquarters Revenue	\$392,546	\$410,629	\$431,067	\$454,355
Total Golf Course Revenue	\$2,267,225	\$2,545,948	\$2,729,921	\$2,994,522

Option not available for that season

**Forest Preserves of Winnebago County
Golf Course Revenue & Sales
November - Year End Totals**

	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
<u>Rounds Played</u>				
Atwood	23,024	26,596	28,142	32,175
Ledges	22,701	24,201	26,023	28,340
Macktown	20,156	22,887	24,456	25,696
Total Rounds Played	65,881	73,684	78,621	86,211
<u>Golf Passes</u>				
Premier Card Res.	31	28	28	33
Premier Card Res.-Refer-A-Friend	36	37	47	50
Premier Card Non-Res.	1	2	2	3
Premier Card Non-Res.-Refer-A-Friend	3	1	1	4
Player Card Res.	189	164	162	173
Player Card Res.-Refer-A-Friend	252	278	279	294
Player Card Non-Res.	11	9	11	15
Player Card Non-Res.-Refer-A-Friend	24	20	18	18
Student Card Res.	68	73	103	113
Student Card Non-Res.	5	10	10	7
Team Pass	17	15	8	7
Practice Range Res.	25	19	21	0
Practice Range Non-Res.	0	0	0	0
Total Passes	662	656	690	717
<u>Private Golf Cart Registration</u>				
Outside Storage	3	3	2	2
Home Storage	15	14	13	12
Total Private Golf Cart Registration	18	17	15	14

Marketing & Communication Relations

Sarah Lorenz, Communications Coordinator

October 2025 Activities Report

Marketing/Advertising:

- General visitorship (Mid-West Family targeted display ad running seasonally).
- GoRockford advertising (Outdoor Activities, Family Fun).

Media Relations

- November digital newsletter to be sent to subscribers on 11/18.
- December digital newsletter scheduled for 12/16.

Events/Programs

- Managing Woody Invasive Plants: Fall Classroom Edition with Illinois Extension 11/6, November Guided Bird Hike 11/13.
- Upcoming: Winter Restoration Work Day & Hike 12/6.
- Tabled at Hoo Haven's Annual Open House 11/2.

Print & Signage

- Finalizing layout of photo point monitoring signage in collaboration with Natural Resources.
- Designed and ordered PSA signage for Wildlife Biology (Natural Resources).
- Preliminary design work and development beginning for winter edition of Nature's Notebook.

Miscellaneous

- Attended IPRA Professional Development School in Galena 11/9-11/12.
- Joined Employee Appreciation Committee to plan employee events, including 2025 EARL.

Engagement

2025 Preserve Passport metrics

- Active teams as of 11/5: 82 (+1)
- Submissions as of 11/5: 2,602 (+85)

Social Media (October 9 – November 5, 2025)

FPWC Facebook: 5,777 followers (+95)

- Reach: 7,930 (+5.3%)
- Engagement: 1,218 (+33.8%)
- Views: 41,601 (+10.7%)

FPWC Instagram: 2,002 followers (+15)

- Reach: 2,959 (+109.3%)
- Engagement: 869 (+101.6%)
- Views: 22,050 (+65.7%)

Human Resources

Jody Kennay, Human Resources Manager
October 2025 Activities Report

Full-Time and Seasonal Open Requisitions	1 (Carpenter)
Resignations	29 (Seasonal - back to school/done for season) 2 (full-time)

Projects:

Revising Employee Handbook (updating with new employment laws, rewriting sections as needed, adding addendums; Staff/ED review and approval is next step followed by Legal, Employees, and Board).

Employee Appreciation Event December 5 at Prairie St. Brewery from 10:00 am - 2:00 pm.

Updating New Employee Orientation (Discovering quality videos, what do other FPs do, use of/purchasing videos, working with Legal on topic requirements, etc.).

Compensation Study (current state, pain points, research, other Preserve information, compensation analysis, etc.).

Job Description Review (complete: consistent format, updated responsibilities, and EOE information).