

**Forest Preserves of Winnebago County
BOARD MEETING**

Wednesday, September 17, 2025 – 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 August 20
- D. PUBLIC PARTICIPATION, AWARDS, and PRESENTATIONS**
 - 1. Alex Mills – Presentation on proposed Clarcor Pavilion Restroom Renovation Project at Klehm Arboretum & Botanic Garden (FY26 OSLAD)
 - 2. Public Comment and Feedback on proposed Clarcor Pavilion Restroom Renovation Project at Klehm Arboretum & Botanic Garden (FY26 OSLAD)
- E. UNFINISHED BUSINESS**
- F. NEW BUSINESS**
- G. ACTION ITEMS**
 - 1. Bills for August
 - 2. Annual Budget and Appropriations Layover
 - 3. Annual Tax Levy Layover
 - 4. Authorization for FY26 OSLAD Grant Application for Clarcor Pavilion Restroom Renovation Project at Klehm Arboretum & Botanic Garden
 - 5. Designating Freedom of Information Officer
- H. DISCUSSION**
 - 1. Public Comment Ordinance
- I. UPDATES and REPORTS**
 - 1. Preserve Operations
 - 2. Natural Resource Management
 - 3. Golf
 - 4. Marketing
 - 5. Human Resources
 - 6. Law Enforcement
 - 7. Partner Groups
- J. CLOSED SESSION**
 - 1. IDOT Temporary Easement
 - 2. Severson Dells Nature Center Lease
- K. ACTION ITEMS**
 - 1. IDOT Temporary Easement
 - 2. Severson Nature Center Lease
- L. ANNOUNCEMENTS and COMMUNICATIONS**
 - 1. September 24 - Guided Hike at Roland Olson Forest Preserve starting at 5:30pm.
 - 2. October 9 – Guided Bird Hike at Deer Run Forest Preserve starting at 8:30am.
 - 3. October 16 – Fall Foliage Hike at Seward Bluffs Forest Preserve starting at 5:30pm.
 - 4. October 17-18 – Frenchman’s Frolic at Macktown Living History.
 - 5. October 18 – Legacy Tree Hike at Deer Run Forest Preserve from 1:30pm-3:00pm.

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M. ADJOURNMENT

Budget Hearing– 5:15 PM on Wednesday, October 22, Forest Preserve Headquarters
Next regular Board Meeting– 5:30 PM Wednesday, October 22, 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



September 17, 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 **\$ 864,960.16** 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	249,201.62
HEALTH BENEFITS FUND	3185	37,080.57
SOCIAL SECURITY FUND	3192	21,014.12
RETIREMENT FUND	3193	17,892.51
IMPROVEMENT & DEV. FUND	3302	349,865.43
LAND ACQUISITION FUND	3307	2,000.00
CORPORATE FUND	3402	<u>187,905.91</u>
		\$ 864,960.16

Respectfully submitted,



Steve Chapman, Finance Director



Date

RESOLUTION

No. 25-0901

PAYMENT OF BILLS FOR AUGUST

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 August; 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 \$864,960.16 to be paid by the Forest Preserves of Winnebago County for the month of August, 2025.

Voting YES _____ Voting NO _____ ABSTAINED _____

The above and foregoing Resolution was adopted this 17th day of September, 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. 25-0902

Annual Budget and Appropriations Layover

WHEREAS, the Winnebago County Forest Preserve District (District) fiscal year budget operates from November 1 – October 31; and,

WHEREAS, the District's Board of Commissioners (Board) has been presented the proposed 2025-2026 Annual Budget and Appropriation Ordinance for review and adoption; and,

WHEREAS, the District is required to layover the budget for a period of at least 30 days for public review and comment before it is adopted by the Board,

NOW THEREFORE, BE IT RESOLVED, that the Board will layover the 2025-2026 Annual Budget and Appropriation Ordinance for public review and comment until the October 22, 2025 Board meeting.

Voting YES _____ Voting NO _____ ABSTAINED _____

The above and foregoing Resolution was adopted this 17th day of September, 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

September 17, 2025 – layover
October 22, 2025 – adoption
Rockford, Illinois

Forest Preserves of Winnebago County

BUDGET and APPROPRIATIONS ORDINANCE

No. 25-1002

for the fiscal period of November 1, 2025 through October 31, 2026

WHEREAS, the District staff in compliance with the provisions of the Illinois Municipal Budget Law, Illinois Revised Statutes, Section 70, paragraph 805 *et seq.*, has prepared an Annual Budget and Appropriation Ordinance for the District fiscal year beginning November 1, 2025 and ending October 31, 2026; and

WHEREAS, the said Annual Budget and Appropriation Ordinance was submitted to the District Board of Commissioners on September 17, 2025.

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

Section 1. That the attached schedules, containing the estimated cash on hand at the beginning of the fiscal year, the estimate of the cash expected to be received during the fiscal year from all sources, the estimate of the expenditures contemplated for said fiscal year, and the estimated cash expected to be on hand at the end of said fiscal year, be, and they are hereby approved as, the budget for the District fiscal year beginning November 1, 2025 and ending October 31, 2026.

Section 2. That the amounts stated for the objects and purposes specified in the attached schedules, or so much thereof as may be authorized by law, or as may be needed are hereby appropriated for the fiscal year beginning November 1, 2025 and ending October 31, 2026, from the following funds: Corporate, Capital Improvement, Botanical Garden, Liability Reserve, Social Security, Retirement, 2006 Debt Service, 2016 Debt Service, 2025 Debt Service, Health Insurance, and 2025 Land Acquisition.

Section 3. That, except as otherwise provided by law, no personnel shall be added other than specifically stated in each department budget, and no further appropriation shall be made at any other time within said fiscal year; however, the Board of Commissioners may from time to time make transfers between object classifications in any fund not exceeding, in the aggregate, 10% of the total amount appropriated in said Fund, and the Board of Commissioners may amend said Budget and Appropriation Ordinance from time to time by following the same procedure employed in the adoption of this Ordinance.

Section 4. That the District Secretary is hereby directed to provide two copies of this laid-over budget available in the Forest Preserve District office for public review by Thursday, September 18, 2025.

Section 5. That the District Executive Director is, by way of layover, hereby directed to advertise and hold a public hearing at the District Headquarters at 5:15 PM Wednesday, October 22, 2025, to receive public testimony regarding this proposed budget.

Section 6. That the District Secretary is hereby directed to make publication of this Ordinance in a newspaper having general circulation in the District within ten days of adoption of this Ordinance; and said Ordinance shall take effect ten days following the date of said publication.

Section 7. That the Secretary of the Forest Preserve District is hereby authorized and directed to deliver copies of this Ordinance to the District Director, Treasurer, Director of Finance, and County Clerk.

Voting Yes

Judith Barnard

Mike Eickman

Gloria Lind

Cheryl Maggio

Emily Porter

Jerry Paulson

Jeff Tilly, President

Voting No

Judith Barnard

Mike Eickman

Gloria Lind

Cheryl Maggio

Emily Porter

Jerry Paulson

Jeff Tilly, President

The above and foregoing Ordinance was adopted this 22nd day of October, 2025.

Jeff Tilly, President

RESOLUTION

No. 25-0903

Annual Tax Levy Layover

WHEREAS, the Winnebago County Forest Preserve District (District) fiscal year budget operates from November 1 – October 31; and,

WHEREAS, the District’s Board of Commissioners (Board) have been presented a proposed tax levy that must be approved to finance the 2025-2026 Annual Budget and Appropriations Ordinance that has been presented to the Board; and,

WHEREAS, the District is required to layover the tax levy for a period of at least 30 days for public review and comment before it is adopted by the Board,

NOW THEREFORE, BE IT RESOLVED, that the Board will layover the tax levy for public review and comment until the October 22, 2025 Board meeting.

Voting YES _____ Voting NO _____ ABSTAINED _____

The above and foregoing Resolution was adopted this 17th day of September, 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

Forest Preserves of Winnebago County

LEVY ORDINANCE

No. 25-1003

WHEREAS, the Board of Commissioners of the Forest Preserves of Winnebago County, pursuant to the requirements set forth in the Illinois Municipal Budget Law, adopted an Annual Budget and Appropriation Ordinance for the fiscal year beginning November 1, 2025 and ending October 31, 2026; and

WHEREAS, per the Truth in Taxation law, the aggregate levy listed below did not increase over 2024 by 2.90% or more; and

WHEREAS, the District Executive Director did cause said Budget and Appropriation Ordinance to be made conveniently available for public inspection on and after September 18, 2025; and

WHEREAS, all legal requirements in connection with the preparation, public display, public hearings and adoption of the Annual Budget and Appropriation Ordinance have been complied with; and

WHEREAS, said Ordinance will become effective ten days after its publication.

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

Section 1. That there be and is hereby levied the sum of two million, six hundred six thousand dollars (\$2,606,000) on all taxable property in the County of Winnebago, State of Illinois, as a General Corporate Tax for the year 2025 and that the County Clerk of said County be and is hereby authorized and directed to extend a rate of taxation that will produce said amount for the objects and purposes as set forth in the Corporate 2025-2026 appropriations; and

Section 2. That there be and is hereby levied the sum of one million, one hundred seventy-one thousand dollars (\$1,171,000) on all taxable property in the County of Winnebago, State of Illinois, as a Capital Improvement Tax for the year 2025, and that the County Clerk of said County be and is hereby authorized and directed to extend a rate of taxation that will produce said amount for the objects and purposes as set forth in the Capital Improvement Fund 2025-2026 appropriations; and

Section 3. That there be and is hereby levied the sum of two hundred ninety thousand dollars (\$290,000) on all taxable property in the County of Winnebago, State of Illinois, as a Botanical Garden Tax for the year 2025, and that the County Clerk of said County be and is hereby authorized and directed to extend a rate of taxation that will produce said amount for the objects and purposes as set forth in the Botanical Garden Fund 2025-2026 appropriations; and

Section 4. That there be and is hereby levied the sum of three hundred fifty-eight thousand dollars (\$358,000) on all taxable property in the County of Winnebago, State of Illinois, as a Liability Reserve Fund Tax for the year 2025 and that the County Clerk of said County be and is hereby authorized and directed to extend a rate of taxation that will produce said amount for the objects and purposes as set forth in the Liability Reserve Fund 2025-2026 appropriations; and

Section 5. That there be and is hereby levied the sum of two hundred twenty-two thousand dollars (\$222,000) on all taxable property in the County of Winnebago, State of Illinois, as IMRF Tax for the year 2025 and that the County Clerk of said County be and is hereby authorized and directed to extend a rate of taxation that will produce said amount for the objects and purposes as set forth in the Retirement Fund 2025-2026 appropriations; and

Section 6. That there be and is hereby levied the sum of one hundred ninety-nine thousand dollars (\$199,000) on all taxable property in the County of Winnebago, State of Illinois, as a Social Security Tax the year 2025 and that the County Clerk of said County be and is hereby authorized and directed to extend a rate of taxation that will produce said amount for the objects and purposes as set forth in the Social Security Fund 2025-2026 appropriations; and

Section 7. That there be and is hereby levied the sum of three hundred twenty-seven thousand seven hundred fifty dollars (\$327,750) on all taxable property in the County of Winnebago State of Illinois as a 2016 Bond Debt Service Tax for the year 2025 as set forth in the 2016 Land Acquisition Bond Ordinance, and that the County Clerk of said County be and is hereby authorized and directed to extend a rate of taxation that will produce said amount for the objects and purpose as set forth in the 2016 Debt Service fund 2025-2026 appropriations; and

Section 8. That there be and is hereby levied the sum of one hundred seventy-seven thousand six hundred thirty-eight dollars (\$177,638) on all taxable property in the County of Winnebago State of Illinois as a 2025 Bond Debt Service Tax for the year 2025 as set forth in the 2025 Land Acquisition Bond Ordinance, and that the County Clerk of said County be and is hereby authorized and directed to extend a rate of taxation that will produce said amount for the objects and purpose as set forth in the 2025 Debt Service fund 2025-2026 appropriations; and

Section 9. That the Secretary of the Board of Commissioners of the Forest Preserves of Winnebago County is hereby directed to make a certified copy of this Ordinance and file such certified copy with the County Clerk of Winnebago County, Illinois, no later than October 31, 2025; and

Section 10. That the Secretary of the Board of Commissioners of the Forest Preserves of Winnebago County is hereby directed to deliver certified copies of this Ordinance to the District Executive Director, District Treasurer, and County Clerk.

Section 11. That this Ordinance shall take effect and be in full force and effect from and after its adoption by this Board of Commissioners.

Voting Yes

Judith Barnard

Mike Eickman

Gloria Lind

Voting No

Judith Barnard

Mike Eickman

Gloria Lind

Cheryl Maggio

Cheryl Maggio

Emily Porter

Emily Porter

Jerry Paulson

Jerry Paulson

Jeff Tilly, President

Jeff Tilly, President

The above and foregoing Ordinance was adopted this 22nd day of October, 2025.

Jeff Tilly, President

RESOLUTION

No. 25-0904

RESOLUTION OF AUTHORIZATION TO APPLY FOR AN OPEN SPACE AND LAND ACQUISITION DEVELOPMENT (OSLAD) GRANT FOR THE CLARCOR PAVILION RESTROOM RENOVATION PROJECT AT KLEHM ARBORETUM & BOTANIC GARDEN BY WINNEBAGO COUNTY FOREST PRESERVE DISTRICT

WHEREAS, the Winnebago County Forest Preserve District staff is pursuing a \$215,400 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 & 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 are eligible for 100% grant funding; 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 grant for the development of Klehm Arboretum & Botanic Garden.

SECTION 3: The Executive Director is authorized to file such an application for grant funds in an amount not to exceed \$215,400.

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 _____ ABSTAINED _____

The above and foregoing Resolution was adopted this 17th day of September, 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. 25-0904

- 1. Project Sponsor: Winnebago County Forest Preserve District
- 2. Project Title: CLARCOR PAVILION RESTROOM RENOVATION PROJECT AT KLEHM ARBORETUM & BOTANIC GARDEN

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

RESOLUTION

No. 25-0905

DESIGNATING FREEDOM OF INFORMATION OFFICERS

WHEREAS, the Freedom of Information Act (FOIA) (5 ILCS 140/3.5) requires a public body to designate one or more Freedom of Information officers; and

WHEREAS, The Winnebago County Forest Preserve's Board of Commissioners hereby finds and declares that it is in the best interests of the Forest Preserve District to designate a Freedom of Information officer as set forth herein below;

NOW, THEREFORE, BE IT RESOLVED BY THE FOREST PRESERVES OF WINNEBAGO COUNTY BOARD OF COMMISSIONERS, IN WINNEBAGO COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: Kristine Knapp is hereby designated as a Freedom of Information officer for the Forest Preserves of Winnebago County (District). The names, titles and contact information for the FOIA officer shall be posted on the District's website and at the District administrative office. All person's designated as FOIA officers shall faithfully execute and perform the duties of FOIA officers (including but not limited to training, FOIA Record keeping, reporting and consulting with staff and the District's attorneys) as established by law and District policy until further direction of the Board of Commissioners.

SECTION TWO: All policies and resolution of the District that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

Voting YES _____ Voting NO _____ ABSTAINED _____

The above and foregoing Resolution was adopted this 17th day of September, 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



MEMORANDUM

TO: Forest Preserves of Winnebago County Board of Commissioners
FROM: Daniel J. Olson, Executive Director
DATE: September 17, 2025
RE: Discussion of Ordinance for Public Comment

REQUEST

Staff requests the Board of Commissioners discuss the adoption of a public comment ordinance to guide the Board, staff and public participation during all public meetings.

BACKGROUND

Section 2.06(g) of the Open Meetings Act (OMA) provides that any person may address public officials at meetings subject to the Act under the rules established and recorded by the public body.

For several years, the Board of Commissioners has acted in accordance with proper guidelines for public comment during Board meetings, as outlined in the 2012 Board Manual. Although guidelines are listed in the Board Manual, the Board can adopt an ordinance outlining reasonable restrictions on public comment, in order to achieve more efficient and organized meetings. Further, an ordinance helps communicate the standards to the public that participate in meetings.

The example ordinance provided in this packet was drafted from templates and suggested best practices outlined by the Illinois Association of Park Districts.

BUDGET IMPACT

Passing and implementing an ordinance for public comment will not have a budget impact.

FUTURE ACTIONS

No formal Board action is requested at this time. Board members may send questions or edits to the Executive Director for compiling.

Staff would like to request board adoption of the ordinance at the October 2025 meeting.

When approved, staff will develop supporting material including website information and public comment sign-in sheets for use during the Board meeting.

ORDINANCE NO. _____

**ORDINANCE ESTABLISHING REGULATIONS FOR PUBLIC PARTICIPATION
DURING FOREST PRESERVES MEETINGS**

WHEREAS, the Board of Commissioners of the Winnebago County Forest Preserves in Winnebago County, Illinois (District), hereby declares that it is in the best interests of the District to encourage public participation during meetings of the Board of Commissioners of the Winnebago County Forest Preserves (Board) in order to effectuate such participation, hereby establishes the following rules and regulations to ensure that such participation does not disrupt the meetings.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE FOREST PRESERVES OF WINNEBAGO COUNTY, ILLINOIS AS FOLLOWS:

SECTION ONE: The foregoing recitals shall be, and they are hereby incorporated herein as if fully set forth within this Section One.

SECTION TWO: The following rules shall apply to public participation at meetings of the Board:

1. Public participation at Board meeting is encouraged. A period of time at each meeting of the Board shall be made available for public comments and shall be designated on each agenda as "COMMENTS FROM THE PUBLIC."
2. A person shall be permitted to speak upon being recognized by the President. The person shall stand, if possible, and will be asked to state their name prior to making comments. The person may state their address, but it will not be required to do so as a condition of speaking. The person will limit their comments to no more than three (3) minutes, unless additional time is granted by the President. Each person will be permitted to speak only once.
3. All speakers shall address their comments to the President. The President may or may not request that a member of the Board or staff respond to the comment.
4. The President shall have the authority to limit the "COMMENTS FROM THE PUBLIC" section of the agenda to a total of one hour.
5. The President shall preserve order and decorum. The President shall decide all questions of order.
6. When addressing the Board, persons permitted to speak shall endeavor to avoid personal remarks, the impugning of motives and merely contentious statements. If any person engages in obscene, defamatory, or other conduct injurious to the health, safety or welfare of the Board of Commissioners or others in attendance at the meeting, or to the safety of the premises, the President may immediately suspend the person's opportunity to speak. The President's decision is subject to the affirmative vote of two-thirds (2/3) of the Commissioners present. Any person, except a Commissioner, who engages in disorderly conduct during a meeting may be ejected from the meeting upon motion passed by a majority of the Commissioners present, or in the event of an emergency, at the direction of the President.

SECTION THREE: The following shall be posted on the Forest Preserve's website.

**CITIZEN'S GUIDE TO ADDRESSING THE FOREST PRESERVES OF WINNEBAGO COUNTY
BOARD OF COMMISSIONERS.**

The public may submit written comments to the Board of Commissioners at any time by mailing comments to "Forest Preserves of Winnebago County Board of Commissioner President, 5500 Northrock Dr. Rockford, IL 61103."

Attendees requiring assistance at the meeting, may call (815) 877-6100 no later than forty-eight (48) hours prior to the meeting, to discuss needs while in attendance.

All meetings of the Board of Commissioners are recorded in writing, audio recorded, video recorded, and/or livestreamed. All public comments are subject to the Freedom of Information Act.

Anyone wishing to speak under the agenda item entitled, "COMMENTS FROM THE PUBLIC" shall adhere to the following guidelines:

1. In order to be recognized for speaking at a Board meeting, you may:
 - a. Call ahead of time to (815) 877-6100 and state your name, the topic you would like to address, and the meeting you will be attending, or;
 - b. Attend the meeting and fill out "Public Comment Request" card and turn it in to the Board's Recording Secretary, prior to the start of the meeting. The President shall group similar topics together when calling individuals to be recognized.
2. A person shall be permitted to speak upon being recognized by the Board President. Please stand if possible, and announce your name. You may state your address, but it is not required to do so as a condition of speaking.
3. All speakers shall address their comments to the President. The President may or may not request that a member of the Board of Commissioners or staff respond to the comment.
4. The President shall have the authority to limit the "COMMENTS FROM THE PUBLIC" section of the agenda to a total of one hour.
5. The President shall preserve order and decorum. The President shall decide all questions of order.
6. When addressing the Board, persons permitted to speak shall endeavor to avoid personal remarks, the impugning of motives and merely contentious statements. If any person engages in obscene, defamatory, or other conduct injurious to the health, safety or welfare of the Board of Commissioners or others in attendance at the meeting, or to the safety of the premises, the President may immediately suspend the person's opportunity to speak. The President's decision is subject to the affirmative vote of two-thirds (2/3) of the Commissioners present. Any person, except a Commissioner, who engages in disorderly conduct during a meeting may be ejected from the meeting upon motion passed by a majority of the Commissioners present, or in the event of an emergency, at the direction of the President.

7. Please do not repeat comments that have already been made by others.

SECTION FOUR: Any and all policies, resolutions or ordinances of the Forest Preserves of Winnebago County which may conflict with this ordinance shall be, and they are hereby, repealed.

SECTION FIVE: This ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

AYES: _____ NAYS: _____ ABSENT: _____

APPROVED THIS _____ day of _____, 2025.

President, Board of Commissioners

Secretary, Board of Commissioners

DRAFT

Preserve Operations

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

- Kayla Lindquist started as Full-Time Ranger on 8/4/25.
- Installed more 50-amp RV pads in Sugar River Campground with re-cycled crushed asphalt.
- Trail pruning on various trails in the North area. (Olson, Sugar River, Laona).
- Wiped down inside of electric pedestals at Sugar River campground.
- Prepped for employee picnic at Atwood.
- Removed dead black locust trees & trimmed low limbs along roadway.
- Completed monthly inspections.
- Hauled gravel to Olson, widened equestrian turn around.
- Weekly cleaning of fire pits at Sugar River Campground.
- Trimmed trees by kiosk area at Atwood boat launch.
- Backfilled edges of new asphalt with gravel at Atwood.
- Temporary road closure of Atwood back loop & boat launches due to flooding.
- Inspected trails after heavy rain and storms.
- North Area Preserve Manager, Matt Weik toured North Area preserves and facilities with new Executive Director Dan Olson on 8/26.
- Cleaned up log jam/debris from Atwood boat dock after flooding.
- Sanded and re-painted Kiosk at Atwood.
- String trimmed and sprayed overgrown vegetation along Macktown Visitors Center.
- Repaired water damaged wall and ceiling tiles in basement shower area at Macktown Visitors Center.
- Central Shop prepared two mowers and one trailer for auction.
- Central Shop staff are working on repairs to window sills at Macktown Trading Post.
- Central Shop staff routed new conduit for video security cameras at Atwood Golf Clubhouse.
- Trades Manager is facilitating the install of electrical service at the entrance to Macktown in support of a new lighted message board.
- Pruned back brush within the Grove play area.
- Cleaned out fire rings at Seward Bluffs campground.
- Emptied manure bins at Seward Bluffs and Oak Ridge Equestrian Camping Area.

Preserve Operations

August 2025 Activities Report – Cont.

- Painted exterior of overhead garage doors at Kishwaukee River Maintenance Shop.
- Added gravel to entrance drive at Cedar Cliff.
- Restocked firewood at Seward Bluffs Campground.
- String trimmed along dikes and lake edges at Four Lakes.
- Painted lower entrance door at the Pecatonica Study Center.
- Pressure washed additional gates and outhouses.
- Ongoing mowing and maintenance of preserves and trail systems.
- Repaired damaged gate at Blackhawk Springs.
- Completed monthly preserve safety inspections.
- Electrical repairs at sites one and twenty- three at Seward Bluffs Campground.
- Cleaned out storm gutters at Severson Dell Deer Lodge.
- Trimmed back entrance and signage area at Hartley Memorial.
- Painted fuel tanks, entrance door and parking bollards at the Kishwaukee River Maintenance Shop.
- Trimmed back walnut trees and brush mowed along roadway at Severson Dells.
- Multiple trees removed from the seasonal trail at Kilbuck Bluffs.
- Cut back honeysuckle from areas of Hinchliff Forest Preserve.
- Removal of storm damaged trees at Blackhawk Springs, Severson Dells, and Pecatonica River Preserves.
- Trimmed back edges of trails at Fuller Memorial.

FOREST PRESERVES OF WINNEBAGO COUNTY

November-August

	<u>2023-2024</u>		<u>2024-2025</u>	
	<u>Number</u>	<u>Total</u>	<u>Number</u>	<u>Total</u>
Small Shelter Res.	56	\$4,760	47	\$3,995
Small Shelter N/Res.	7	\$700	6	\$660
Large Shelter Res.	130	\$14,300	119	\$13,090
Large Shelter N/Res.	5	\$675	9	\$1,215
Electric Res.	163	\$20,375	156	\$19,500
Electric N/Res.	12	\$1,860	20	\$3,100
TOTAL	373	\$42,670	357	\$41,560
ONLINE	253	68%	293	82%
Over 300 Res.	0	\$0	0	\$0
Over 300 N/Res.	0	\$0	0	\$0
Ground Use/Tent Res	13	\$390	14	\$440
Ground Use/Tent N/Res.	1	\$100	2	\$90
Building Use Permits	1	\$100	5	\$500
Commercial Photography Permit	2	\$200	2	\$200
Special Use Permits	2	\$600	14	\$2,655
Rides	12	\$480	20	\$800
TOTAL	31	\$1,870	57	\$4,685
ONLINE	15	48%	25	44%
Equestrian Passes	Number	Total	Number	Total
Yearly Tag Res.	100	\$5,000	88	\$4,400
Yearly Tag N/Res.	45	\$3,150	35	\$2,450
TOTAL	145	\$8,150	123	\$6,850
ONLINE	43	30%	49	40%
Fly Field Passes	Number	Total	Number	Total
Yearly Pass Res.	47	\$1,645	38	\$1,330
Yearly Pass N/Res.	11	\$495	12	\$540
TOTAL	58	\$2,140	50	\$1,870
ONLINE	22	38%	16	32%
Metal Detecting Passes	Number	Total	Number	Total
Yearly Pass Res.	35	\$875	36	\$900
Yearly Pass N/Res.	7	\$245	9	\$315
TOTAL	42	\$1,120	45	\$1,215
ONLINE	9	21%	14	31%
GRAND TOTAL	649	\$55,950	632	\$56,180
ONLINE	342	53%	397	63%

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

	<u>2022</u> (thru 8/29)	<u>2023</u> (thru 8/28)	<u>2024</u> (thru 8/27)	<u>2025</u> (thru 8/26)
CAMPGROUND				
Hononegah	\$22,145	\$27,448	\$25,307	\$28,110
Seward Bluffs	30,592	36,731	42,406	47,544
Sugar River	<u>61,545</u>	<u>61,151</u>	<u>63,149</u>	<u>58,958</u>
Campground Revenue	\$114,282	\$125,330	\$130,862	\$134,612
SCOUT/YOUTH CAMPGROUNDS				
Hononegah	160	265	168	80
Pecatonica River	505	490	540	500
Rockford Rotary	300	340	174	235
Seward Bluffs	150	100	0	0
Sugar River	<u>215</u>	<u>195</u>	<u>478</u>	<u>231</u>
Scout/Youth Campground Revenue	\$1,330	\$1,390	\$1,360	\$1,046
EQUESTRIAN CAMPGROUNDS				
Oak Ridge	\$0	\$64	\$302	\$425
Seward Bluffs	<u>556</u>	<u>922</u>	<u>775</u>	<u>1,080</u>
Equestrian Campground Revenue	\$556	\$986	\$1,077	\$1,505
FIREWOOD				
Hononegah	\$1,456	\$1,274	\$2,641	\$2,010
Seward Bluffs	1,589	2,632	3,049	2,683
Sugar River	<u>4,699</u>	<u>6,102</u>	<u>5,622</u>	<u>6,688</u>
Firewood Revenue	7,744	10,008	11,312	11,381
GRAND TOTAL	\$123,912	\$137,714	\$144,611	\$148,544
 NUMBER OF GROUPS AT REGULAR CAMPGROUNDS (DOES NOT INCLUDE EQUESTRIAN AND SCOUT/YOUTH CAMPING)	 1,964	 1,994	 2,012	 2,058

Natural Resource Management

Mike Brien, Director of Natural Resources

Mike Groves, Natural Resources Manager

Keith Krey, Stewardship Coordinator

Liz Hucker, Wildlife Biologist

August 2025 Activities Report

Natural Resource Staff:

- Harvested seeds of figwort, New Jersey tea, golden alexanders, cream indigo, prairie clovers, starry campion, bellflower, milkweeds, prairie cinquefoil, wood betony, Solomon's seal, blue cohosh, lead plant, goat's rue, and others from preserves throughout the county.
- Applied basal bark herbicide to woody invasive species, including black locust, Siberian elm, mulberry, and callery pear at preserves throughout the county.
- Foliar sprayed invasive woody resprouts at Kishwaukee Gorge, Sugar River Alder, Deer Run, and Funderburg Forest Preserves.
- Hand wicked cattails invading a wetland at Deer Run Forest Preserve.
- Tractor mowed weeds in new prairie plantings at Funderburg Forest Preserve.
- Cleaned and processed seed as needed.
- Staff assisted with all aspects of the District's outreach booth at the Winnebago County Fair, including set up and tear down, collecting fish for aquarium display, and staffing the booth.
- Watered newly planted trees as needed in preserves throughout the county.
- Staff attended the employee appreciation picnic.
- Collected samples from white walnut trees, an Illinois endangered species, and submitted them to the Morton Arboretum to support ongoing research efforts.
- Participated in a field day event with U.S. Fish and Wildlife biologists at Deer Run Forest Preserve. District staff showed off restoration and wildlife management highlights, while USFWS discussed survey protocols for the federally endangered rusty patched bumblebee.
- The new nature playground in the Nancy Olson Children's Garden at Klehm Arboretum was officially opened to the public.
- Attended planning meetings for the design of the new natural resource facility with Blakemore Architects.
- Continued working on the FY2025-26 budget.
- Attended a Region 1 Planning Council greenways working group meeting.
- Met with NLI staff to tour sites where drones were used to apply herbicide to invasive species and discuss ongoing management activities.
- Submitted final reports for U.S. Fish and Wildlife Partners grant.
- Continued oversight of follow-up herbicide treatments at Kishwaukee Gorge and Funderburg Forest Preserve.
- Continued working on potential land acquisitions.

Natural Resource Management

August 2025 Activities Report – Cont.

- Turtle Work
 - Trapped two new male Blanding's turtle in a northwestern preserve, the first ever Blanding's turtles caught at the site. The individuals had a health checkup completed by veterinarians with Brookfield Zoo and the University of Illinois, was fitted with a transmitter, and then released at the point of capture.
 - Continued telemetry of tagged Blanding's and ornate box turtles.
 - Scouted new locations for Blanding's turtle trapping.
- Smooth Green Snakes
 - Completed surveys of artificial cover objects in preserves with historical populations of smooth green snakes, a species considered in greatest need of conservation under the Illinois Wildlife Action Plan.
 - Monitored egg clutches in a northeastern preserve; documented a 40% hatch rate for observed clutches.
 - Collected egg shells and soil samples for Dr. Allison Sacerdote-Valet for her northern Illinois smooth green snake surveillance project.
- Fish
 - Coordinated collection and transport permits for live fish for the Winnebago County Fair outreach exhibit.
 - Collected fish and other aquatic organisms for event and released organisms at the point of capture.
- Deployed and monitored camera traps for badger and otter at Funderburg, Deer Run, Ferguson, and Pecatonica Wetlands Forest Preserve.
- Deployed acoustic bat monitors at Colored Sands, Funderburg, and Kishwaukee Gorge.
- Met with U.S. Fish and Wildlife Service biologists at Deer Run Forest Preserve to discuss rusty patched bumblebee monitoring.
- Working on wildlife burn recommendations for 2025-26 burn season.
- Repair, maintenance, and cleaning of field equipment.

Stewardship Coordinator:

- Held six restoration workdays at Deer Run, Kishwaukee Gorge, Colored Sands, Blackhawk Springs, and Funderburg Forest Preserves.
- Attended Illinois Parks & Recreation Association's Forest Preserve and Conservation section meeting.
- Filled native seed packets for upcoming wellness fairs and expos.
- Attended webinars hosted by The Stewardship Network and Get Connected.
- Staffed booth at Winnebago County Fair.
- Staffed table at U.W. Heal and Wellness fair.

Natural Resource Management

August 2025 Activities Report – Con't.

- Lead a group bat monitoring hike at Blackhawk Springs Forest Preserve.
- Attended U.S. Fish and Wildlife rusty patched bumblebee training at Deer Run Forest Preserve.
- Replaced and repaired nest boxes as needed.

2025 Statistics

A total of 223 volunteers earned 3,181.50 service hours from January 2025 through August 2025.

The monetary value of these service hours equals **\$110,684.39**. 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
August 2025 Activities Report

Clubhouse Operations:

- Birdies for Ben Playday @ Ledges Golf Course w/ 160 participants.
- US Kids Golf Tournament @ Macktown Golf Course w/ 65 participants.
- Par Tee Time Playday @ Ledges Golf Course w/ 120 participants.
- High School Golf Season Underway
 - Host Teams:
 - Boylan- Boys/Girls
 - Hononegah- Boys/Girls
 - Harlem- Boys/Girls
- Ledges GC Closed Due to Flooding Tuesday, August 19th – Monday, August 18th.
 - Outings Impacted:
 - Benny's- 144 players: rescheduled to 10/4
 - HAM Invitational- 100 players: moved to Macktown to accommodate Benny's
 - Veterans Golf Assoc.- 24 players: will reschedule in 2026
- Food inspections at all three golf course clubhouse locations completed with Winnebago County Health Department.

Golf Maintenance:

Ledges

- Mowed all waterways and pond edges using the boom mower to maintain visibility and enhance course appearance.
- Continued trimming all low hanging branches next to greens, fairways and tees.
- Burned brush pile numerous times.
- Filled par three tee divots with a sand and seed mixture.
- Continued fertility program on greens, tees and fairways.
- Trimmed and removed trees, and understory vegetation, along #14 tee complex to enhance aesthetic appeal and open up sightlines.
- Completed course-wide storm debris cleanup, which included removing six uprooted trees and cutting down three severely damaged trees.
- Vertical cut greens to remove excess organic matter, followed by topdressing sand application to smooth the putting surface.
- Scouted for signs of plant pathogens on greens, tees and fairways during the period of prolonged heat and humidity.

Golf Operations

August 2025 Activities Report – Cont.

- Performed extensive golf course cleanup following extreme flooding. Work included the following:
 - Downed tree removal from creek on #13.
 - Removal of large uprooted oak on #13 fairway.
 - Debris cleanup after water receded on #2, 3, 4, 5, 6, 7, 8, 11, 12, 13.
 - Clearing of excessive amounts of sand and silt off of fairways on #2, 3, 4, and 13.
 - Removal of silt from greenside bunkers on # 2 and 13.
 - Rebuilt bunker edges and added new sand on greenside bunkers on # 2 and 13.
- Applied plant protectants on greens, tees and fairways in response to prolonged heat and humidity.
- Adjusted irrigation cycles daily in response to unusually high nighttime dew points and temperatures.
- Redistributed sand in bunkers following washouts caused by heavy rainfall.
- Hand watered localized dry spots on greens and collars.
- Irrigation repairs including various pilot valves and drive motor replacement.
- Installed irrigation conversion assembly on #14.
- Removed invasive trees from prairie restoration area adjacent to #17 tee complex.
- Mechanic performed repairs and maintenance on equipment while training newly hired Macktown mechanic on proper reel and bed knife grinding techniques and correct equipment setup.

Macktown

- Scouted for signs of plant pathogens on greens, tees and fairways during the period of prolonged heat and humidity.
- Edged bunkers throughout the course.
- Continued trimming low-hanging branches around greens, tees, and along fairways.
- Applied plant protectants on greens, tees and fairways in response to prolonged heat and humidity.
- Redistributed sand in bunkers following washouts caused by heavy rainfall.
- Completed course-wide storm debris cleanup, which including the removal of a large hickory tree on hole #10.
- Repaired and tested multiple irrigation pedestal timing mechanisms.
- Burned brush pile.
- Filled tee divots with a sand and seed mixture.

Golf Operations

August 2025 Activities Report – Cont.

- Continued fertility program on greens, tees and fairways.
- Repaired leaky irrigation valve that supplies water for #7 fairway.
- Repaired leaky irrigation valve that supplies water to #15 green.
- Replaced broken irrigation swing joint on #18 tee box and #4 fairway.
- Repaired damaged irrigation heads on several fairways and tee complexes.
- Mechanic performed repairs and maintenance on equipment.
- Inspected and tested irrigation satellites after severe storms.
- Troubleshoot damaged irrigation control panel with electrician following lightning strike.
- Hand watered localized dry spots on greens and collars.
- Repaired several irrigation valves with new solenoids.

Atwood

- Asphalt paving project completed around clubhouse and preserve/golf course intersection.
- Added soil and seed to edge of new asphalt to match existing grade.
- Removed several large damaged oak limbs near clubhouse.
- Repaired several irrigation satellites after lightning strike with new modems and timing mechanisms.
- Maintained new sod on driving range tee complex by hand watering and hand mowing.
- Applied granular fertilizer to fairways, driving range and driving range tee complex.
- Scouted for turfgrass diseases daily due to hot and humid weather conditions.
- Pumped water from bunkers after heavy rainfall.
- Repaired severe erosion to sand in bunkers 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.
- Pressure washed fuel tanks.
- Added additional length and width to end of driving range with bush hog mower.

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

	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
<u>Atwood Homestead</u>				
Green Fees	\$187,422	\$214,315	\$239,411	\$265,030
Cart Rental	\$143,761	\$159,198	\$181,846	\$192,254
Merchandise	\$22,278	\$29,270	\$25,018	\$27,682
Gift Card	\$687	\$575	\$599	\$928
Discount Gift Card	\$46,828	\$55,958	\$70,043	\$84,142
Capital Improvement Fee	\$17,479	\$18,305	\$18,972	\$19,938
Food & Beverage	\$66,945	\$90,783	\$91,865	\$105,476
Golf Club Rental	\$0	\$360	\$820	\$250
Video Gaming & ATM	\$4,030	\$3,454	\$3,650	\$288
Total Atwood Revenue	\$489,431	\$572,217	\$632,223	\$695,987
<u>Ledges</u>				
Green Fees	\$202,128	\$224,080	\$230,166	\$254,568
Cart Rental	\$151,544	\$171,130	\$175,168	\$184,036
Merchandise	\$20,947	\$24,960	\$22,203	\$25,009
Gift Card	\$111	\$245	\$0	\$1,100
Discount Gift Card	\$55,898	\$65,585	\$69,711	\$77,425
Capital Improvement Fee	\$19,296	\$20,820	\$21,010	\$19,624
Food & Beverage	\$91,448	\$112,659	\$119,609	\$119,904
Golf Club Rental	\$0	\$440	\$460	\$910
Video Gaming & ATM	\$3,005	\$1,327	\$5,001	-\$347
Total Ledges Revenue	\$544,376	\$621,245	\$643,328	\$682,228
<u>Macktown</u>				
Green Fees	\$137,796	\$168,257	\$168,623	\$187,523
Cart Rental	\$107,976	\$132,879	\$129,457	\$143,030
Merchandise	\$13,938	\$16,641	\$13,073	\$16,785
Gift Card	\$25	\$0	\$217	\$250
Discount Gift Card	\$65,127	\$81,396	\$80,673	\$96,682
Capital Improvement Fee	\$13,563	\$16,309	\$15,443	\$15,961
Food & Beverage	\$75,695	\$92,121	\$92,820	\$89,752
Golf Club Rental	\$0	\$120	\$110	\$180
Video Gaming & ATM	\$2,915	\$2,938	\$3,796	\$0
Total Macktown Revenue	\$417,036	\$510,660	\$504,211	\$550,163
<u>Headquarters</u>				
Gift Card	\$2,554	\$1,430	\$3,120	\$1,250
Discount Gift Card	\$32,419	\$29,428	\$30,680	\$31,224
Golf Passes	\$294,700	\$315,785	\$328,440	\$353,205
Capital Improvement Fee	\$32,820	\$32,338	\$32,880	\$35,400
Tournaments	\$15,730	\$17,988	\$21,330	\$19,975
Private Golf Cart Registration	\$11,650	\$11,650	\$10,150	\$9,500
Total Headquarters Revenue	\$389,873	\$408,619	\$426,600	\$450,554
Total Golf Course Revenue	\$1,840,716	\$2,112,740	\$2,206,361	\$2,378,932

Option not available for that season

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

	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
<u>Rounds Played</u>				
Atwood	17,688	19,764	21,863	24,860
Ledges	17,636	18,962	19,726	21,498
Macktown	15,594	17,889	18,704	20,249
Total Rounds Played	50,918	56,615	60,293	66,607
<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	16	15	8	7
Practice Range Res.	25	19	21	0
Practice Range Non-Res.	0	0	0	0
Total Passes	661	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
August 2025 Activities Report

Marketing/Advertising:

- General visitorship (Mid-West Family targeted display ad running seasonally).
- GoRockford advertising (Outdoor Activities, Family Fun).
- Meta ad (Facebook & Instagram) ad ran 6/19-6/23 to attract out-of-town visitors to sites.
 - Reach: 17,964
 - Views: 28,131
 - Engagement: 218
- September digital newsletter to be sent to subscribers on 9/18.
- October digital newsletter scheduled for 10/23.

Media Relations:

- Announcement of Dan Olson's tenure picked up by MSN, Rockford Register Star, WIFR.
- Feature on Dan Olson published by Kevin Haas / Rock River Current 8/26.
- Woody invasives program in partnership with IL Extension featured as area event by Rockford Register Star 9/4.
- Featured as a volunteering site for Rockford University initiative 9/5.
- Work continues on the 2026 wall calendar and the Fall edition of Nature's Notebook publication.
 - Nature's Notebook will hit the website and lobby 9/22.
- Preliminary development of interactive signage in collaboration with Natural Resources.

Events/Programs:

- Bat Hike 8/22, Moth Night 8/29, Invasive & Nuisance Plants in the Forest Landscape: Fall Edition with Illinois Extension 9/10.
- Upcoming: Walk With U at Hononegah 9/20, Guided Hike at Roland Olson 9/24, October Guided Bird Hike at Deer Run 10/9, Fall Foliage Hike at Seward Bluffs 10/16, Legacy Tree Hike with Natural Land Institute at Deer Run 10/18.

Presentations & Tabling

- Tabled at Winnebago County Health Fair 8/20, Four Rivers Sanitation Authority Wellness Fair 9/12, and Collins Aerospace Health & Wellness Fair 9/17.
- Presented for RVC CLR program 9/16 ("The Many Forest Preserves of Winnebago County").
- Upcoming: Tabling at Lifescapes Senior Expo 9/20.

Marketing & Communication Relations

August 2025 Activities Report – Cont.

Social Media (August 8 – September 5, 2025)

- FPWC Facebook: 5,582 followers (+46)
 - Reach: 10,727 (-23.4%)
 - Engagement: 1,248 (+3.9%)
 - Views: 51,160 (-3.4%)

- FPWC Instagram: 1,987 followers (+38)
 - Reach: 1,739 (-30.9%%)
 - Engagement: 787 (+7.8%)
 - Views: 19,575 (+40.7%)

Human Resources

Jody Kennay, Human Resources Manager
August 2025 Activities Report

Orientations August 13 – September 5	2 Sessions
Seasonal and Full Time Hires Attending Orientation	3 Attended (Total since March 18th is 143)
Full-Time and Seasonal Open Requisitions	2 (Golf Course Maintenance, Golf Course Mechanic)
New Hires	2 Seasonal (Outside Attendants and Resource Assistant)
Resignations	3 (Seasonal - back to school)

Projects:

- **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** (Accurate reflection of positions, revising as needed).

Law Enforcement

August 2025 Activities Report

2161 Baxter

Truckload of household items dumped along paved area. No Suspects or witnesses. Will be monitored for future incidents.

8990 Old River

Atwood FP/Golf Course had been facing several trespassing incidents with a subject racing under the gates. Additional signage and a heavy low hanging chain were added to create a cumbersome entrance. Since then, the problem appears to be resolved but will be monitored temporarily. If contact is made with a subject in the area with a low traditional Go Cart please document his information.

16999 Comly Rd

Sondra M Fisher was located in the campground site #24 after Dane County requested a check of her welfare. Sondra is mentally ill, has a history of methamphetamine use, alcoholism, and was very paranoid. Sondra was frustrated with the quality of care in Dane County for Mentally Ill people. Volunteered to be transported to Swedes by Pec Fire.

1500 county wide

Several trees down in Forest Preserves. Trails were cleared and there was no camper damage reported.

5801 S Perryville

Damage to the ditch occurred as a result of the DUI incident that was listed in patrol bulletin. Staff advised.

5801 Swanson Rd

Approximately a 50 yard by 70-yard area was damaged by a vehicle doing burnouts. Staff advised determined to be \$800 in damage costs. Photos taken.

Brief Activity Summary

- There were 0 Criminal arrests
- There were 21 Calls for service inside of the Forest Preserves
- There were 7 Reports written
- There were 0 Ordinance violations (citations) written
- There were 0 Written warnings
- There were 25 Verbal warnings
- There were 3 Airfield permits
- There were 7 Equestrian bridle tags
- There were 10 Fishing license checks
- There were 51 Occupied shelter house patrols
- There were 30 Campground patrols
- There were 26 Patrols on trail systems
- There were 73 Directed patrol hours

RESOLUTION
No. 25-0906

**APPROVAL OF TEMPORARY EASEMENT WITH THE
ILLINOIS DEPARTMENT OF TRANSPORTATION**

I, Jeff Tilly, President of the Board of Commissioners of the Forest Preserves of Winnebago County, a governmental entity organized and existing under the laws of the State of Illinois, do hereby certify that:

1. The following is a true and correct copy of a Resolution adopted by the Board of Commissioners of the Forest Preserves of Winnebago County, a quorum of its members being present at a meeting held on the 17th day of September, 2025, and:
2. The resolution has not been amended or revoked and is in full force and effect.

WHEREAS, the Illinois Department of Transportation (IDOT) has requested a temporary construction easement on land owned by the Forest Preserves of Winnebago County for roadway improvements; and

WHEREAS, the temporary easement requests to convey 0.226 acres of land near Route 39 (I-39) and Route 301 (US 20) for project number R-92-011-24; and

WHEREAS, IDOT has agreed to pay the Forest Preserves of Winnebago County the sum of three hundred dollars (\$300.00), for said easement; and

NOW THEREFORE, BE IT RESOLVED, the Board of Commissioners for the Forest Preserves of Winnebago County are hereby authorized and directed to convey a temporary construction easement in the following described real estate in Winnebago County, Illinois to the People of the State of Illinois, Department of Transportation for highway purposes for the sum of \$300.00.

BE IT FURTHER RESOLVED that they are authorized and directed to execute and deliver such instruments as may be necessary or convenient to consummate such sale.

Voting YES_____ Voting NO_____ ABSTAINED_____

The above and foregoing Resolution was adopted this 17th day of September, 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. 25-0907

APPROVAL OF THIRD AMENDMENT TO LEASE AGREEMENT WITH SEVERSON DELLS EDUCATION FOUNDATION

WHEREAS, the Severson family bequeathed their family lodge and the surrounding property to the Forest Preserves of Winnebago County; and

WHEREAS, the building was converted into a Nature Center, which has been operated by the Severson Dells Education Foundation and the Forest Preserves of Winnebago County; and

WHEREAS, the Severson Dells Education Foundation has requested to lease the Severson Dells Nature Center; and

WHEREAS, the Board of Commissioners for the Forest Preserves of Winnebago County agree to lease the Nature Center to the Severson Dells Education Foundation for \$1.00 per year; and,

WHEREAS, Forest Preserves of Winnebago County legal counsel Sosnowski/Szeto has drafted a lease agreement between Severson Dells Education Foundation and the Forest Preserves of Winnebago County for a period of three (3) years, terminating on September 19, 2028, with provision for lease termination prior to that date, should the need arise.

NOW THEREFORE, BE IT RESOLVED, the Board of Commissioners for the Forest Preserves of Winnebago County authorizes the Lease Agreement between the Forest Preserves of Winnebago County and Severson Dells Education Foundation for a period of three (3) years, and

BE IT FURTHER RESOLVED that the lease may be further amended with the approval of both the lessor and the lessee.

Voting YES _____ Voting NO _____ ABSTAINED _____

The above and foregoing Resolution was adopted this 17th day of September, 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