

**Forest Preserves of Winnebago County  
BOARD MEETING**

Wednesday, June 17, 2026 – 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 May 20 Regular Meeting
- D. PUBLIC PARTICIPATION**
- E. PRESENTATIONS**  
1. FPWC Community Survey Results
- F. UNFINISHED BUSINESS**  
1. Commissioner Tour
- G. NEW BUSINESS**
- H. ACTION ITEMS**
1. 1. Bills for May  
3. 2. Approval of Historic Nomination Writer  
4. 3. Approval of Strategic Planning Facilitator  
5. 4. Setting Additional Board Date – Paula Swanson FP Dedication
- I. DISCUSSION**
6. 1. Asset Transfer to Severson Dells  
7. 2. Severson Dells Operating Agreement  
14. 3. Budget Timeline
- J. UPDATES and REPORTS**
15. 1. Preserve Operations  
19. 2. Natural Resource Management  
23. 3. Golf  
26. 4. Marketing  
28. 5. Human Resources  
6. 6. Partner Groups
- K. CLOSED SESSION**  
1. Land Acquisition
- L. OPEN SESSION**
29. 5. Purchase of Addition to Sugar River Alder Forest Preserve
- M. ANNOUNCEMENTS and COMMUNICATIONS**  
1. July 23<sup>rd</sup>, Paula Swanson Dedication Event at Paula Swanson Forest Preserve starting at 3:30pm.
- N. ADJOURNMENT**

Next regular Board Meeting – 5:30 PM Wednesday, July 15, Forest Preserve Headquarters

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

Anyone wishing to address the Board must call 815-877-6100 or email [ewendlandt@winnebagoforest.org](mailto:ewendlandt@winnebagoforest.org) in advance of the meeting.

**Forest Preserves of Winnebago County**  
**Authorization to Process Payment of Bills**



June 17, 2026

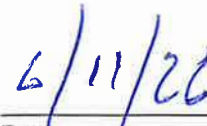
**TO: THE AUDITOR AND TREASURER OF THE  
FOREST PRESERVES OF WINNEBAGO COUNTY.**

Your Forest Preserves of Winnebago County Board of Commissioners, to whom were referred the following bills in the amount of **\$ 726,182.55** 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	343,539.02
HEALTH BENEFITS FUND	3185	38,381.32
SOCIAL SECURITY FUND	3192	31,867.98
RETIREMENT FUND	3193	30,558.50
IMPROVEMENT & DEV. FUND	3302	49,409.46
LAND ACQUISITION FUND	3307	1,500.00
CORPORATE FUND	3402	<u>230,926.27</u>
		<b>\$726,182.55</b>

Respectfully submitted,

  
\_\_\_\_\_  
Steve Chapman, Finance Director

  
\_\_\_\_\_  
Date

**RESOLUTION**

**No. 25-0601**

**PAYMENT OF BILLS FOR MAY**

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 May; 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 \$726,182.55 to be paid by the Forest Preserves of Winnebago County for the month of May, 2026.

Voting YES\_\_\_\_\_ Voting NO\_\_\_\_\_ Voting ABSTAINING\_\_\_\_\_

The above and foregoing Resolution was adopted this 17th day of June, 2026.

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

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Jeff Tilly, President  
Board of Commissioners

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Gloria Lind, Secretary  
Board of Commissioners

June 17, 2026  
Rockford, Illinois

**RESOLUTION**  
**26 – 0602**  
**APPROVAL OF HISTORIC NOMINATION WRITER**

**WHEREAS**, the Forest Preserves of Winnebago County Board of Commissioners approved \$ 10,000.00 to be used for writing a nomination to the National Register of Historic Places for the Holt House and Severson Barn as part of the 2026 Capital budget; and,

**WHEREAS**, the Forest Preserves of Winnebago County Board of Commissioners approved that the Holt House and Severson Barn be nominated for National Register of Historic Places at the March 18, 2026 Board meeting; and,

**WHEREAS**, the Save the Holt House Committee has offered to bridge the financial gap between the budgeted amount and the actual amount being approved using donations and grants; and,

**WHEREAS**, an ad hoc committee existing of two Board members and two Staff members reviewed all submissions and interviewed the top three candidates; and,

**WHEREAS**, the ad hoc committee recommends awarding the work to JLK Architects.

**NOW THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Forest Preserves of Winnebago County approves JLK Architects to complete the research, writing and submission of the Holt House and Severson Barn to the National Register of Historic Places for the total cost of \$16,750.00, and allow the Executive Director to enter into a contract for the work to be completed.

Voting YES \_\_\_\_\_

Voting NO \_\_\_\_\_

Abstained \_\_\_\_\_

The above and foregoing Resolution was adopted this 17th day of June, 2026.

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

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Jeff Tilly, President  
Board of Commissioners

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Gloria Lind, Secretary  
Board of Commissioners

**RESOLUTION**  
**26 – 0603**  
**APPROVAL OF STRATEGIC PLAN FACILITATOR**

**WHEREAS**, the Forest Preserves of Winnebago County Board of Commissioners approved \$ 30,000.00 to be used for Strategic Planning, that included Community Survey to be completed by staff, as part of the 2026 Capital budget; and,

**WHEREAS**, a Community Survey designed to help guide the Strategic Planning process has been completed; and,

**WHEREAS**, \$25,000.00 remains in the 2026 Capital Budget, after Community Survey expenses have been paid; and,

**WHEREAS**, an ad hoc committee existing of two Board members and three Staff members reviewed all RFP submissions and interviewed the top three candidates and requested cost estimates for a revised scope of work from the top three candidates; and,

**WHEREAS**, the ad hoc committee recommends awarding the work to DJ Case and Associates, based in Mishawaka, Indiana.

**NOW THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Forest Preserves of Winnebago County approves DJ Case and Associates to complete strategic planning facilitation for the total RFP cost of \$37,950.00, and allow the Executive Director to enter into a contract for the work to be completed; and,

**LET IT BE FURTHER RESOLVED**, the Board of Commissioners agrees to budget \$12,950.00 in Fiscal Year 2027 to cover the remaining Strategic Planning cost.

Voting YES \_\_\_\_\_ Voting NO \_\_\_\_\_ Abstained \_\_\_\_\_

The above and foregoing Resolution was adopted this 17th day of June, 2026.

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. 26-0604

## ADDITION OF BOARD MEETING – PAULA SWANSON FOREST PRESEVE DEDICATION

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 established the 2026 Board meeting dates during the November 19, 2025 Board meeting; and,

WHEREAS, the Board of Commissioners would like to add a dedication of the Paula Swanson Forest Preserve to their calendar of meetings.

NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Forest Preserves of Winnebago County that a Special Meeting will be added to the calendar for July 23<sup>rd</sup> at 3:30 pm CST to be held at 10178 W. Winslow Rd., Durand, IL 61024 and that updated calendars be distributed.

Section 1. That it shall conduct regular meetings at 5:30 PM in the conference room of Forest Preserve

Voting YES\_\_\_\_\_ Voting NO\_\_\_\_\_ Voting ABSTAINING\_\_\_\_\_

The above and foregoing Resolution was adopted this 17th day of June, 2026.

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

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Jeff Tilly, President  
Board of Commissioners

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Gloria Lind, Secretary  
Board of Commissioners

**RESOLUTION**  
**26 – 05??**

**Transfer of Equipment Assets to Severson Dells (Wild Roots) Education Foundation**

**WHEREAS**, certain assets including canoes, a trailer, a golf cart and supporting equipment were transferred to the Forest Preserves of Winnebago County (FPWC) from Severson Dells Education Foundation were originally donated to Severson Dells for educational purposes; and,

**WHEREAS**, in 2013 the FPWC was awarded a state grant to purchase 10 canoes for Severson Dells Education programs; and,

**WHEREAS**, the FPWC does not directly provide educational programming and therefore no longer has a use for certain equipment; and,

**WHEREAS**, the equipment listed below is still safe and in very good condition, and;

**WHEREAS**, Severson Dells Education Foundation is willing to provide programming that uses the equipment, willing to properly license the equipment, and will be responsible for owning and maintaining the equipment, as well as having liability insurance when in use.

**NOW THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Forest Preserves of Winnebago County transfer the following equipment assets to the Severson Dells (d.b.a Wild Roots) Education Foundation.

- One (1) 1981 Grumman, 17 foot, Hull ID G3MA5446M81G
- One (1) 1965 Grumman motor mount canoe. Hull ID 257GM5155.
- One (1) 15 foot Red 2002 Nova Craft Bob Special KS. Hull ID ZNE46989J202.
- Six (6) Wenonah Adirondack 16 Ryalex New.
- Four (4) Wenonah Spirit II 17 Rx.
- One (1) Mo Long Ranger Canoe Trailer 10 place. VIN 100BC1713EG004880.
- One (1) 2008 EZGO TXT PDS Electric Golf Cart

Voting YES \_\_\_\_\_ Voting NO \_\_\_\_\_ Abstained \_\_\_\_\_

The above and foregoing Resolution was adopted this 20th day of May, 2026.

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

**OPERATING AGREEMENT BETWEEN WINNEBAGO COUNTY FOREST PRESERVE DISTRICT AND SEVERSON DELLS EDUCATION FOUNDATION (d.b.a. WILD ROOTS NATURE CENTER)**

**THIS AGREEMENT** entered into by and between the Forest Preserves of Winnebago County a municipal corporation, (FPWC), and the Severson Dells Education Foundation (d.b.a. Wild Roots Nature Center) hereafter known as SDEF, a not-for-profit organization. This cooperative agreement shall be approved by each respective Board before taking effect.

**WITNESSETH**

**WHEREAS** the FPWC's mission is “dedicated to protecting, conserving, enhancing and promoting Winnebago County’s natural heritage for the environmental, educational, and recreational benefit of present and future generations” and,

**WHEREAS** as part of that mission, the FPWC provides a variety of diverse natural spaces in which people can passively or actively learn about nature, enjoy outdoor activities, and become more familiar with the environmental infrastructure of the area; and,

**WHEREAS** the FPWC has developed working partnerships and agreements with organizations using the forest preserves for the purpose of better serving the citizens of Winnebago County: and,

**WHEREAS** the broad goals of agreements are:

- To benefit the citizens of Winnebago County by encouraging participation in educational and nature-related programs and events by inviting volunteer participation,
- To provide the infrastructure for presentation of the knowledge, expertise, and wisdom that each entity has to offer through its organizational purpose; and,

**WHEREAS** the Severson family donated their 369-acre farm and structures to the FPWC in 1975, and thereafter the former family home was converted to an education center; and,

**WHEREAS** the SDEF (d.b.a. Wild Roots Nature Center) operates as a stand-alone Illinois not-for-profit corporation solely whose mission is to “inspire conservation of nature through education and stewardship, cultivating connections between people and place”; and,

**WHEREAS** over the years, SDEF has provided programming on a variety of FPWC lands and the FPWC has maintained the physical property and facilities, including the Nature Center; and.

**WHEREAS** the act of providing mission-related facilities and programs creates a mutually beneficial environment in which to provide educational and nature-related opportunities for the public, specifically the citizens of Winnebago County.

**NOW, THEREFORE BE IT RESOLVED** that it is expressly agreed between the parties that:

**SECTION ONE:** All matters set forth in the preamble of this Agreement are expressly made a part of this Agreement.

**SECTION TWO:** Primary authorities and responsibilities shall be as follows:

Severson Dells Education Foundation (d.b.a. Wild Roots) (SDEF) shall have primary authority and responsibility for:

- A. Determining the time and location of work schedules for SDEF staff, volunteers and vendors.
- B. Determining the time, locations and topics of educational programming.
- C. Determining the time, location and topics of tours and events hosted by SDEF.
- D. Determine the operating hours of the Nature Center including emergency closures.
- E. Shall have primary authority for the design, and installation of exhibits and sellable goods within the Nature Center at Severson Dells Forest Preserve.
- F. Shall have the authority for the design and installation of outdoor exhibits and interpretive signs, only after content, design and placement has been agreed upon by FPWC staff.

Forest Preserves of Winnebago County (FPWC) shall have the primary authority and responsibility for:

- A. Determining the time, priority and location of work schedules for FPWC staff, volunteers and vendors.
- B. Determining the time, location and type of daily and weekly maintenance to the grounds and building.
- C. Determine the type and scheduling of any capital improvements completed to buildings and grounds after consulting SDEF calendars.
- D. Determining the operating hours and gate closures of the Severson Dells Forest Preserve.
- E. FPWC shall be, and shall remain the owner of any capital improvements completed to the buildings no matter who paid for the improvements.

**SECTION THREE:** The FPWC and the SDEF reciprocally agree to the following services:

- A. Both parties may, from time to time, enter into agreements for grants jointly, with pre-approval (by resolution specific to the grant), by the FPWC Board of Commissioners and the SDEF Board.
- B. Both parties agree to retain the current, (and update as needed), the Lease Agreement and Amendments to the Lease Agreement for the Nature Center, separately from this operating agreement. Both agreements shall run concurrently.
- C. Both parties shall immediately report any theft, damage, loss or vandalism to any property, whether owned by FPWC or SDEF, to both the FPWC and SDEF Executive Directors, in order to determine a corrective course of action, and to determine if reporting to other agencies is necessary.
- D. In emergency situations, immediate response shall be handled by staff present at the emergency. Once secure, staff shall immediately report any injury, accident or incident involving SDEF staff, volunteers, paid vendors or participants, to both the FPWC and SDEF Executive Directors, in order to determine if further reporting or action is necessary.

**SECTION FOUR:** The FPWC hereby agrees to provide the following services:

- A. To provide and maintain the outdoor spaces, natural areas, trails, dock(s), walkways, parking lots, roadways, outdoor kiosks, regulatory, entrance and directional signs, outdoor lighting, picnic tables, outhouses and other similar outdoor amenities, to be used by the SDEF for educating the public about the natural environment and cultural and local history as well as events developed by SDEF.

- B. To provide Preserve facilities including as the Nature Center (a.k.a. Severson Deer Lodge) to SDEF and the garage/shed as outlined in the separate lease agreement for those buildings.
- C. To provide space for The Grove (Natural Playscape).
- D. To provide and maintain outdoor waste collection areas and pay for waste collection at Severson Dells.
- E. To provide areas to allow natural resource volunteer efforts, including but not limited to invasive species control and seed collection. Volunteer efforts shall be agreed upon by both parties and guided by the FPWC's Director of Natural Resources.
- F. To provide areas for training, teaching and data collection for citizen science efforts on FPWC land that are organized by SDEF staff and volunteers.
- G. Allow golf carts or other mobile devices to be used by trained SDEF staff on trail systems in order to transport participants, volunteers and equipment in areas suitable for driving.
- H. Shall work with SDEF to provide expertise, work areas, and an internal FPWC staff structure to cooperatively utilize natural resource-based work groups, such as AmeriCorps. The FPWC's Director of Natural resources will work with SDEF staff to determine work type and schedule.
- I. To provide winter storage and secured in-season pick-up area for SDEF owned canoe trailer, canoes and accessories. SDEF may request delivery and pick-up of canoes for programming by FPWC staff, but such requests will be evaluated for adequate FPWC staffing. A key shall be provided to SDEF to the in-season pick-up location.
- J. To provide financial support to SDEF for specified educational programming, as approved in the annual budget and appropriations ordinance, with such programs determined on an annual basis and mutually agreed upon.
- K. To indemnify and hold harmless the SDEF, including its agents, officers, and volunteers, from and against all claims, damages, losses, and expenses, including reasonable attorneys' and paralegals' fees and costs, arising out of or resulting from any negligent act or omission of the FPWC related to this Agreement.
- L. To require that SDEF continues to carry insurance for their staff, Board of Directors, volunteers, and participants as outlined below.

**SECTION FIVE:** The SDEF, in consideration for this Agreement, hereby agrees as follows:

- A. To continue to provide educational programming for children and adults at Severson Dells Nature Center and the surrounding lands.
- B. To continue to provide events that align with the SDEF and FPWC missions.

- C. To manage the openings, closings, set-ups and take-downs of the facilities for SDEF programs and activities.
- D. To comply with all applicable federal, state, local laws and FPWC rules, regulations, and guidelines and help participants and visitors understand and work within these laws and ordinances.
- E. Shall not hold FPWC responsible for losses or damages to canoes, trailer(s) or accessories while in storage or transport.
- F. SDEF shall maintain outdoor signs specific to the Nature Center and Education Foundation in good condition.
- G. Must maintain canoe trailer licensing and insurance.
- H. Shall maintain liability insurance specific to the operation of motorized vehicles on trail systems and the transport of participants and volunteers.
- I. Perform and maintain background checks on SDEF employees and volunteers as required by law without cost to the FPWC and make records available to FPWC if requested.
- J. Train and maintain records on employee Mandated Reporting, DCFS, and other similar reporting as required by law. Make records available to FPWC if requested.
- K. Must maintain canoe state permitting/registration (if required) and all shall provide all mandated water safety accessories to meet requirements of the law.
- L. To assist FPWC to operate the outdoor spaces and facilities in accordance with all applicable federal, state, and local laws and ordinances and generally accepted professional standards.
- M. SDEF shall obtain FPWC 's prior approval of any capital improvement project. SDEF shall be subject to and act in conformity with all applicable laws and ordinances, including but not limited to, competitive bidding requirements and the Prevailing Wage Act, to the extent either may apply. SDEF shall submit requests for capital improvements for inclusion in FPWC's capital improvement program to FPWC by June 1st of each year.
- N. SDEF may retain all revenues from programming and events, sponsorships, merchandise sales, fundraising efforts, and nature center rentals.
- O. To continue to include the Forest Preserve logo and name on educational publications and outreach materials, so long as the program occurs on FPWC land.
- P. Shall provide an annual report to the FPWC on basic statistics of visitation, programming and events to help guide maintenance and capital improvement priorities. Statistics that include the number and types of programs and the facilities use and the number of visitors and participants are best.
- Q. To indemnify and hold harmless the FPWC, including its respective agents, employees, officers, commissioners, and volunteers, from and against all claims, damages, losses and expenses,

including attorneys' fees and costs, arising out of or resulting from any negligent act or omission of the SDEF, its agents, volunteers, officers, officials, consultants, contractors and subcontractors or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except to the extent of any negligent act or omission of the FPWC.

**SECTION SIX:** Both parties agree that the above listed responsibilities and ownership will remain in force for the Grove (Natural Play Area), but additional responsibilities for maintenance, administration and replacements are further outlined below:

- A. Per FPWC Resolution No. 18-1102 – ASSET DONATION OF THE GROVE NATURE PLAY AREAS FROM SEVERSON DELLS EDUCATION FOUNDATION, and the existing LEASE AGREEMENT, SDEF shall cover the first \$2,500.00 of needed maintenance annually on the Grove improvements, with the FPWC to cover the next \$2,500.00 of maintenance annually and any additional maintenance costs above \$5,000.00 will be negotiated on a project-by-project basis between both parties.
- B. FPWC and SDEF staff will meet, at minimum, twice a year to discuss needs and priorities for the Grove.
- C. FPWC will provide a monthly in-depth inspection of the Grove, its structures and amenities.
- D. SDEF will provide a daily walk-through of the Grove for safety concerns and fix or report concerns to the FPWC immediately.
- E. Both parties may independently provide materials for the Grove at no cost to the other party.

**SECTION SEVEN:** In the event that SDEF uses volunteers for their program, said volunteers shall be subject to background checks and drug screening, if required by law for the work being completed. Background checks and screenings shall be the sole responsibility of SDEF.

**SECTION EIGHT:** The parties anticipate that SDEF shall acquire and accumulate significant items of personal property, both in number and value, for use in SDEF's fulfilling its mission. Such personal property shall at all times remain the property of and be owned by SDEF. SDEF shall be solely responsible for maintaining property insurance for such property. In the event SDEF should for any reason cease to exist, the SDEF board shall determine a successor 501(c)(3) IRS-recognized charitable entity having goals and purposes substantially similar and related to those of SDEF. SDEF shall maintain a current inventory of the property, describing each such item with reasonable sufficient detail. Upon request, SDEF shall maintain current appraisals for items of property and furnish inventory and appraisal information to FPWC. SDEF will give FPWC a copy of its insurance policy on an annual basis naming the FPWC as additional insured.

**SECTION NINE:** The parties acknowledge and anticipate that SDEF shall be the owner of certain display, exhibit, trade, and similar fixtures and improvements now existing at the Nature Center and hereafter to be erected, installed, and maintained at the Nature Center. Displays or renovations that alter the physical structure of the building shall be pre-approved by the FPWC which shall not unreasonably be withheld and shall be allowed only after review and approval by FPWC of preliminary and of final plans and specifications, therefore.

**SECTION TEN:** The parties agree and acknowledge that the primary purpose of the FPWC is to preserve natural areas and to provide areas for education, recreation, and enjoyment for the citizens of FPWC and members of SDEF.

**SECTION ELEVEN:** SDEF shall continue to conduct programming and events held in outdoor spaces and facilities. SDEF shall have primary authority and responsibility for determining program content, timing, audience, and fees and charges.

**SECTION TWELVE:** SDEF and FPWC boards shall work cooperatively to empower this agreement. All requests from SDEF shall be in writing and submitted by the SDEF Executive Director or Board President to the Executive Director of FPWC.

**SECTION THIRTEEN:** In addition to insurance coverage outlined in the Lease Agreement and subsequent amendments, SDEF shall also keep in force at all times during the term of this Agreement for areas away from the Lease outlined areas, Commercial General Liability insurance specifically including fire, legal liability, employment practices liability, bodily injury, personal injury, and property damage limits of not less than \$1,000,000 per occurrence, written on an occurrence basis and at all times naming each party to this Agreement. In the event that any party is self-insured, member of an intergovernmental pool, or provides for its risk financing by a means other than commercial insurance, those parties shall keep in force at all times during the term of this Agreement, General Liability coverage specifically including fire, legal liability, bodily injury, personal injury, and property damage limits of not less than \$1,000,000 per occurrence provided on an occurrence basis and at all times specifically extending that coverage to each party to this Agreement, its public officials, employees, volunteers, and agents. In addition, each party shall furnish certificates of the insurance and/or coverage in place as required herein and including a 10-day notice of cancellation or reduction in limits. The policy and/or coverage shall also contain a "contractual liability" clause. The insurance company, self-insurance pool, or similar entity of the party providing the coverage shall be allowed to raise on behalf of the other party any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to, any defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 110/1, et seq (1991). A copy of the certificate of insurance naming the FPWC as an additional insured will be provided to the FPWC on an annual basis.

**SECTION FOURTEEN:** This Agreement shall take effect \_\_\_\_\_ and will continue in effect for three years, at which time the agreement will automatically renew for two years, or until such time as both parties agree to amend or either party elects to terminate the agreement. Either party may terminate the Agreement at any time during the term of this Agreement upon ninety (90) days prior written notice to the other party.

**SECTION FIFTEEN:** The invalidity of any provision of this Agreement shall not impair the validity of any other provision. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable, that provision will be deemed severable, and the Agreement may be enforced with that provision severed or modified by the court.

**SECTION SIXTEEN:** This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish, or impose any legal duty to any third party.

**SECTION SEVENTEEN:** This Agreement sets forth the understanding of the parties and may be amended or modified only by a written instrument signed by the parties except as otherwise provided herein.

This agreement shall be approved by both the SDEF board and the FPWC Board and recorded in each agency's minutes of record.

**SECTION EIGHTEEN:** This Agreement shall be interpreted and construed in accordance with the laws of the State of Illinois.

**SECTION NINETEEN:** This Agreement may be executed in multiple counterparts, each of which shall be deemed to be and shall constitute one and the same instrument.

**SECTION TWENTY:** The parties recognize and acknowledge that FPWC is a public body and a subdivision of the State of Illinois, and as such bears responsibility as provided by statute for the accomplishment of its purposes and aims and also bears ultimate responsibility and authority for the preservation and use of its assets, both fixed and personal, and for overseeing the use of public funds. In recognition of this overriding concern, the parties acknowledge and agree that while they will make all reasonable attempts at cooperation and to reach agreement in carrying out the purposes of this Agreement, in the event of unavoidable disagreement, the right of FPWC as representative of and trustee for the public shall control.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized officers this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Forest Preserves of Winnebago County**

**Severson Dells Education Foundation  
d.b.a Wild Roots Nature Center**

\_\_\_\_\_  
Jeff Tilly, President  
Board of Commissioners

\_\_\_\_\_  
Michelle Borgialli, President  
Board of Directors

\_\_\_\_\_  
Gloria Lind, Secretary  
Board of Commissioners

\_\_\_\_\_  
Dan Kasten, Secretary  
Board of Directors

**Forest Preserves of Winnebago County**  
**Annual Budget Calendar for Board of Commissioners**  
**Fiscal Year 2026-2027**

Updated 6/11/2026

**March through July 2026**

Staff development of Operating and Capital Budgets.

**Mid-July through Mid-August 2026**

Exec. Director, Finance Director and staff in charge of budgets review projected expenditures and revenues and prepare proposed budget presentation to the Board. MEETING TO BE SCHEDULED.

**August 19, 2026**

BOARD MEETING. Presentation of budget to the Board by Exec. Director and Director of Finance of the proposed FY Budget.

**August 19 through September 16, 2026**

Board comments on Budget collected, compiled and distributed to Board.

**September 16, 2026**

BOARD MEETING. Budget discussion by Board if needed. Approval of the Budget to be laid over.

**October 21, 2026**

BOARD MEETING. Public Budget Hearing held by the Board of Commissioners.

**October 21, 2026**

BOARD MEETING. Approval of FY 2026-2027 Budget and appropriation Ordinance and Levy Ordinance.

**October 27, 2026**

Distribution of Budget Book to Board and staff.

# Preserve Operations

Vaughn Stamm, Director of Operations  
Matt Weik & Scott Wallace, Preserve Managers  
Bryan Helmold, Facility & Equipment Manager  
May 2026 Activities Report

## North Area

- Continued drawing and submitting annual water samples on various preserve hand pumps.
- Filled wood bins at Hononegah and Sugar River Campgrounds.
- Opened Sugar River Primitive Campground after flooding.
- Chlorinated primitive campground hand pump at Sugar River.
- Cleaned up Atwood Homestead after flooding.
- Potted flowers for Headquarters building and Bird Banding Station.
- Shannon Leek started as Sugar River Campground Attendant.
- Mike and Sherry Hogan started as Hononegah Campground Hosts.
- Hauled garbage and waste wood from Macktown Trading Post basement.
- Met with Image Pros for quote on crack fill and seal of Colored Sands Bird Banding Station parking lot.
- Sprayed for ants around campground electric pedestals.
- Mulched Headquarters trees and signs.
- Mulched young trees at Atwood Homestead.
- Laid cold path at Atwood entrance.
- Cleaned out fire pits at Sugar River and Hononegah Campgrounds.
- Pressure washed Black Willow Springs shelter and tables at Kieselburg.
- Cleaned up Hononegah lower river trail after flooding.
- Replaced busted timber at Roland Olson playground.
- Mowed Swanson trails for the first time.
- Installed two posts at Swanson to indicate property exit point for Sugar River Adventures.
- Installed front dock at Atwood Homestead.
- Weekly mowing of preserves with bi-weekly mowing of trails.
- Completed 2027 Capital Budget information.
- Filled potholes on Macktown roadway.
- Completed monthly safety inspections.
- Removed rotted and worn wooden stairs in Sugar River preserve.
- Mulched 4 small trees at Jensen Forest Preserve.

## Preserve Operations

### May 2026 Activities Report – Cont.

- Filled campground wood bins.
- Refilled Hononegah host shed with supplies and toilet paper.
- Pressure washed Sugar River shower house before Memorial Day weekend.
- Mowed area out for archeological dig at Macktown Historic District.
- Hedge trimmed dike on Ferguson trails for overhanging grass.

#### South Area

- Patched holes in asphalt along roadway and parking areas at Severson Dells.
- Pressure washed stone walls at the Severson Dells entrance drive.
- Sprayed herbicide around entrance signs, gates and parking areas.
- Stocked firewood at the Seward Bluffs campground.
- Weekly mowing of preserves and trail systems.
- Stormed damaged tree removals at Four Lakes and Kishwaukee River preserves.
- Added ag-lime around Four lakes outhouse.
- Ground stumps at Kilbuck Bluffs and Seward Bluffs preserves.
- Completed monthly preserve inspections.
- Repaired damaged bridge along Pecatonica River trails.
- Completed South Area capital request for the 2027 budget.
- Replaced damage planking on the Pecatonica trail observation deck.
- Added culvert to low area of trail system at Kishwaukee River.
- Repaired damaged gates at Hinchliff and Trask Bridge.
- Flood damage cleanup and repair at Pecatonica River and Pecatonica Wetlands preserves and trail systems.
- Repaired broken cable at Blackhawk Springs playground.
- Painted newly installed outhouse doors at Four Lakes and Oak Ridge preserves.
- Installed blue welcome and thank you signs at Four Lakes.
- Pressure washed floor at Indian Springs shelter.
- Applied herbicide to control poison ivy along western walking path at Four lakes.

## FOREST PRESERVES OF WINNEBAGO COUNTY

### November - May

	<u>2024-2025</u>		<u>2025-2026</u>	
	<u>Number</u>	<u>Total</u>	<u>Number</u>	<u>Total</u>
Small Shelter Res.	32	\$2,720	29	\$2,465
Small Shelter N/Res.	3	\$330	1	\$110
Large Shelter Res.	76	\$8,360	67	\$7,370
Large Shelter N/Res.	4	\$540	11	\$1,485
Electric Res.	112	\$14,000	121	\$15,125
Electric N/Res.	14	\$2,170	8	\$1,240
<b>TOTAL</b>	<b>241</b>	<b>\$28,120</b>	<b>237</b>	<b>\$27,795</b>
<b>ONLINE</b>	<b>202</b>	<b>84%</b>	<b>160</b>	<b>68%</b>
Over 300 Res.	0	\$0	0	\$0
Over 300 N/Res.	0	\$0	0	\$0
Ground Use/Tent Res	10	\$320	9	\$270
Ground Use/Tent N/Res.	1	\$45	2	\$90
Building Use Permits	5	\$500	3	\$300
Commercial Photography Permit	2	\$200	0	\$0
Special Use Permits	8	\$2,410	12	\$1,935
Rides	13	\$520	4	\$160
<b>TOTAL</b>	<b>39</b>	<b>\$3,995</b>	<b>30</b>	<b>\$2,755</b>
<b>ONLINE</b>	<b>16</b>	<b>41%</b>	<b>5</b>	<b>17%</b>
<b>Equestrian Passes</b>	<b>Number</b>	<b>Total</b>	<b>Number</b>	<b>Total</b>
Yearly Tag Res.	80	\$4,000	73	\$3,650
Yearly Tag N/Res.	30	\$2,100	26	\$1,820
<b>TOTAL</b>	<b>110</b>	<b>\$6,100</b>	<b>99</b>	<b>\$5,470</b>
<b>ONLINE</b>	<b>44</b>	<b>40%</b>	<b>44</b>	<b>44%</b>
<b>Fly Field Passes</b>	<b>Number</b>	<b>Total</b>	<b>Number</b>	<b>Total</b>
Yearly Pass Res.	31	\$1,085	34	\$1,190
Yearly Pass N/Res.	7	\$315	8	\$360
<b>TOTAL</b>	<b>38</b>	<b>\$1,400</b>	<b>42</b>	<b>\$1,550</b>
<b>ONLINE</b>		<b>0%</b>	<b>13</b>	<b>31%</b>
<b>Metal Detecting Passes</b>	<b>Number</b>	<b>Total</b>	<b>Number</b>	<b>Total</b>
Yearly Pass Res.	33	\$825	32	\$800
Yearly Pass N/Res.	8	\$280	6	\$210
<b>TOTAL</b>	<b>41</b>	<b>\$1,105</b>	<b>38</b>	<b>\$1,010</b>
<b>ONLINE</b>	<b>12</b>	<b>29%</b>	<b>14</b>	<b>37%</b>
<b>GRAND TOTAL</b>	<b>469</b>	<b>\$40,720</b>	<b>446</b>	<b>\$38,580</b>
<b>ONLINE</b>	<b>286</b>	<b>61%</b>	<b>236</b>	<b>53%</b>

**FOREST PRESERVES OF WINNEBAGO COUNTY  
2023-2026  
CAMPING REVENUE COMPARISON**

	<u>2023</u> (thru 5/29)	<u>2024</u> (thru 5/27)	<u>2025</u> (thru 5/27)	<u>2026</u> (thru 5/26)
<b>CAMPGROUND</b>				
Hononegah	\$7,065	\$8,537	\$8,231	\$9,490
Seward Bluffs	17,702	21,055	21,629	21,518
Sugar River	<u>24,798</u>	<u>28,208</u>	<u>28,992</u>	<u>29,243</u>
Campground Revenue	\$49,565	\$57,800	\$58,852	\$60,251
<b>SCOUT/YOUTH CAMPGROUNDS</b>				
Hononegah	\$180	\$131	\$45	\$35
Pecatonica River	440	398	325	460
Rockford Rotary	220	127	145	165
Seward Bluffs	50	0	0	0
Sugar River	<u>145</u>	<u>289</u>	<u>150</u>	<u>35</u>
Scout/Youth Campground Revenue	\$1,035	\$945	\$665	\$695
<b>EQUESTRIAN CAMPGROUNDS</b>				
Oak Ridge	\$34	\$177	\$265	\$20
Seward Bluffs	<u>314</u>	<u>0</u>	<u>450</u>	<u>375</u>
Equestrian Campground Revenue	\$348	\$177	\$715	\$395
<b>FIREWOOD</b>				
Hononegah	\$581	\$842	\$712	\$360
Seward Bluffs	1,148	860	1,036	560
Sugar River	<u>1,902</u>	<u>1,644</u>	<u>2,312</u>	<u>1,056</u>
Firewood Revenue	\$3,631	\$3,346	\$4,060	\$1,976
<b>TOTAL REVENUE</b>	<b>\$54,579</b>	<b>\$62,268</b>	<b>\$64,292</b>	<b>\$63,317</b>

NUMBER OF GROUPS AT REGULAR CAMPGROUNDS 743 1,230 838 976  
(DOES NOT INCLUDE EQUESTRIAN AND SCOUT/YOUTH CAMPING)

# Natural Resource Management

Mike Brien, Director of Natural Resources  
Mike Groves, Natural Resources Manager  
Keith Krey, Stewardship Coordinator  
Abigail Pounders, Wildlife Biologist  
May 2026 Activities Report

## Natural Resource Staff:

- Treated aquatic weeds and algae in ponds at Four Lakes and Headquarters Forest Preserve.
- Boomed sprayed new planting areas at Funderburg and Stone Bridge Forest Preserves.
- Chemically treated invasive woody resprouts in restoration areas at Funderburg and Deer Run Forest Preserves.
- Chemically treated reed canary grass and poison hemlock in preserves throughout the county.
- Hand pulled invasive tiger lilies at Sugar River Forest Preserve.
- Mowed restoration areas at Funderburg, Seward Bluffs, Pecatonica River, and Pecatonica Wetlands Forest Preserves.
- Planted native plants at Stone Bridge, Funderburg, Macktown, and Sugar River Forest Preserves.
- Conducted a native plant rescue from a prairie remnant located at a development site along Perryville Road.
- Planted over 70 acres of new prairie at Funderburg, Stone Bridge, and Kishwaukee Gorge Forest Preserves.
- Collected seeds of pussytoes, kitten tails, wood betony, miterwort, bluebells, and twinleaf.
- Staff assisted with Wildflower Walkabouts at Colored Sands and Deer Run Forest Preserves.
- Cleared beaver blockage from water control structures at Pecatonica Wetlands Forest Preserve.
- Mike Brien attended the annual Grassland Restoration Network conference at Shaw Nature Reserve.
- Monitored ongoing forestry contract work at Funderburg Forest Preserve.
- Continued project coordination for the construction of the new natural resource facility.
- Coordination of various utility projects in preserve throughout the county.
- Continued working on the 2026-27 budget.

## Wildlife

- Blanding's turtle monitoring:
  - Continued sampling for turtles and other aquatic organisms in preserves throughout the county.
  - Continued weekly VHF telemetry of all turtles with transmitters and began tracking females to potential nesting sites.

# Natural Resource Management

## May 2026 Activities Report – Cont.

- Captured one new adult Blanding’s turtle. The turtle was taken to the Forest Preserve District of Cook County for blood draws and radiographs and then released back on site. This health data contributes to a multi-county collaborative disease study initiated by Forest Preserve District of Cook County and University of Illinois Wildlife Epidemiology Lab.
- American Kestrels:
  - Continued monitoring of 15 nest boxes across 15 different preserves
  - 3 clutches to date at Crooked River, Pecatonica Wetlands, and Ferguson Forest Preserves.
- Continued pilot water quality study across trap sites to begin documenting the impact of environmental changes/trends in preferred habitat across sampled populations.
- Continued camera trapping efforts to document presence/absence and site usage of migratory bird species and mammalian carnivores.
- Continued monitoring of artificial cover arrays for snake species of conservation concern
- Monitoring of AH Drift camera trap system at Sugar River Alder Forest Preserve to document smaller-bodied wildlife.

### Stewardship Coordinator:

- Kilbuck Bluffs is home to the District’s first volunteer site steward. The steward will engage in restoration activities and lead restoration workdays at Kilbuck independently of District staff.
- Assisted natural resource staff chemical treating invasive woody resprouts at Funderburg Forest Preserve.
- Hosted seven volunteer workdays focused on seed collection and invasive species removal at Seward Bluffs, Roland Olson, and Deer Run Forest Preserves.
- Maintained and monitored bluebird nest boxes as needed.

### Community Science Snapshot

- 13 volunteers logged 89 hours-Eastern Bluebird Monitoring.
- 2 volunteers logged 18 hours-Bat Monitoring.
- 2 volunteers logged 5 hours-Calling Frog Survey.

### 2026 Statistics

A total of 263 volunteers earned 2,190.75 service hours in 2026

The monetary value of these service hours equals **\$79,153.70**. As of April 2026, the estimated national value of each volunteer hour is currently \$36.14 (based on the Independent Sector, April 21<sup>st</sup>,2026).

# **Golf Operations**

Vaughn Stamm, Director of Operations

Bobby VanSistine, Clubhouse Manager

Rose Mathews, Golf Food & Beverage Manager

Tyler Knapp & Mark Freiman, Golf Maintenance Managers

May 2026 Activities Report

## **Clubhouse Operations:**

- Cash control
  - Weekly cash deposits
  - Restock change bags at three courses
  - Monitoring cash over/shorts
- Staff Retraining
  - Areas that are consistently lacking
  - Readjusting expectations of staff
  - Putting together new checklists
- Headquarters Meetings
  - Administrative Services Manager
    - Tournament sign ups
    - Lightspeed adjustments
- Food and Beverage Manager
  - Outing food and beverage
  - Weekly scheduling
- Schedules completed using When to Work software
  - Outside Attendant
  - Cashier
- Hiring and Training
  - New Cashiers and OAs
  - Monitoring and evaluating for ways to help staff improve

## **Golf Maintenance:**

### **Ledges**

- Updated expense report for the 2026 season to ensure accurate, up to date tracking of all expenses.
- Installed annual flowers in decorative containers at the front entrance, clubhouse entrance and on the deck for seasonal color.
- Removed ornamental tree and grass behind the 1<sup>st</sup> tee and restored the area with sod.
- Repaired broken irrigation mainline adjacent to the fourth tee complex.
- Removed, repainted, and reinstalled all parking bumpers throughout the clubhouse parking lot for improved appearance.

## **Golf Operations**

### **May 2026 Activities Report – Cont.**

- Contractor completed several infrastructure improvements projects including parking lot paving and striping, a cart path overlay on the 4<sup>th</sup> hole, installation of a curb adjacent to the 7<sup>th</sup> green, a cart path extension near the 14<sup>th</sup> green, and seal coating/striping of golf car parking lot.
- Repaired irrigation power and communication wiring damaged during curb installation adjacent to the 7<sup>th</sup> green.
- Performed daily hand watering on putting greens throughout an abnormally dry month to correct and prevent localized dry spot to ensure consistent turf quality.
- Replaced a non-functioning irrigation head on the 7<sup>th</sup> hole.
- Irrigation repairs including pilot valves and drive motor replacement.
- Backfilled all newly paved asphalt areas with soil to prevent deterioration, and to protect the integrity of the pavement.
- Removal and cleanup of a large Silver Maple that fell on the 10<sup>th</sup> green.
- Restored damaged turf on the 10<sup>th</sup> green by cutting and transplanting sod from the nursery green, returning the playing surface to proper condition.
- Removal and cleaned up four trees that fell into the greenside bunker on the 6<sup>th</sup> hole.
- Installed two additional ADA parking posts and signs in the clubhouse parking lot.
- Applied granular fertilizer to fairways and tee complexes.
- Continued greens fertility program to promote root development.
- Edged bunkers to improve definition and overall aesthetic appeal.
- Mechanic performed repairs and maintenance on equipment.

### **Macktown**

- Updated expense report for the 2026 season to ensure accurate, up to date tracking of all expenses.
- Continued greens fertility program to promote root development.
- Installed annual flowers in decorative containers at the clubhouse entrance and on the patio for seasonal color.
- Performed daily hand watering on putting greens throughout an abnormally dry month to correct and prevent localized dry spot to ensure consistent turf quality.
- Replaced broken irrigation heads on the 10<sup>th</sup> green and 4<sup>th</sup> tee box.
- Replaced irrigation risers in numerous green and tee heads.
- Replaced multiple solenoids / fuses, and repaired timing mechanisms on holes #1, 9, 10, 11, 12, and 16 following the electrical storm.
- Repaired non-functioning irrigation valves on 5 tee, 10, 11, and 12 fairways.
- Applied granular fertilizer to fairways and tee complexes.
- Edged bunkers to improve definition and overall aesthetic appeal.
- Mechanic performed repairs and maintenance on equipment.

# **Golf Operations**

## May 2026 Activities Report – Cont.

- Spread hardwood mulch in landscape beds at clubhouse and around tees signs.

### **Atwood**

- Apply granular fertilizer to fairways and tees.
- Reset irrigation pump station computer with new high and low gallon per minute set points.
- Hand water greens while main irrigation pump was inoperable.
- Hire and train new seasonal employees.
- Continue edging bunkers and adjusting sand depth for improved playing conditions.
- Continue fertility program on greens.
- Repair and replace multiple swing joints and malfunctioning irrigation heads.
- Rebuild and replace water cooler station and pour small concrete slab on golf course.
- Purchase and plant annual flowers for clubhouse landscape.
- Submit capital equipment list for FY 26/27.
- Mechanic spin grinding all fairway mower cutting units.
- String trim all trees on golf course.

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

	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>
<b><u>Atwood Homestead</u></b>				
Green Fees	\$26,577	\$46,716	\$50,695	\$34,630
Cart Rental	\$23,577	\$41,175	\$37,828	\$16,686
Merchandise	\$3,607	\$5,577	\$5,440	\$5,101
Gift Card	\$400	\$200	\$143	\$128
Discount Gift Card	\$11,433	\$14,263	\$19,321	\$13,729
Capital Improvement Fee	\$2,698	\$3,309	\$3,676	\$3,189
Food & Beverage	\$9,377	\$10,992	\$14,359	\$15,746
Golf Club Rental	\$0	\$80	\$0	\$995
Video Gaming & ATM	\$390	\$706	\$288	\$0
<b>Total Atwood Revenue</b>	<b>\$78,058</b>	<b>\$123,018</b>	<b>\$131,750</b>	<b>\$90,203</b>
<b><u>Ledges</u></b>				
Green Fees	\$22,871	\$28,331	\$41,802	\$24,307
Cart Rental	\$21,075	\$22,994	\$29,113	\$18,802
Merchandise	\$2,948	\$3,480	\$3,984	\$3,541
Gift Card	\$65	\$0	\$0	\$0
Discount Gift Card	\$9,733	\$11,466	\$12,930	\$7,917
Capital Improvement Fee	\$2,426	\$2,784	\$2,784	\$2,232
Food & Beverage	\$11,672	\$10,748	\$15,705	\$11,629
Golf Club Rental	\$0	\$0	\$0	\$435
Video Gaming & ATM	-\$130	\$740	-\$347	\$0
<b>Total Ledges Revenue</b>	<b>\$70,659</b>	<b>\$80,543</b>	<b>\$105,971</b>	<b>\$68,861</b>
<b><u>Macktown</u></b>				
Green Fees	\$14,587	\$16,399	\$18,603	\$16,427
Cart Rental	\$13,890	\$14,172	\$11,187	\$14,312
Merchandise	\$2,336	\$1,890	\$1,139	\$1,397
Gift Card	\$0	\$0	\$0	\$0
Discount Gift Card	\$9,818	\$12,232	\$6,783	\$9,718
Capital Improvement Fee	\$1,515	\$1,852	\$1,192	\$1,764
Food & Beverage	\$9,850	\$9,075	\$6,784	\$8,813
Golf Club Rental	\$0	\$0	\$0	\$0
Video Gaming & ATM	\$0	-\$190	\$0	\$0
<b>Total Macktown Revenue</b>	<b>\$51,996</b>	<b>\$55,432</b>	<b>\$45,688</b>	<b>\$52,432</b>
<b><u>Headquarters</u></b>				
Gift Card	\$1,350	\$3,000	\$1,050	\$2,300
Discount Gift Card	\$21,324	\$22,411	\$19,717	\$26,027
Golf Passes	\$306,430	\$310,220	\$331,195	\$384,620
Capital Improvement Fee	\$31,978	\$31,980	\$33,960	\$39,600
Tournaments	\$0	\$7,500	\$6,570	\$4,005
Private Golf Cart Registration	\$10,350	\$8,850	\$8,200	\$8,850
<b>Total Headquarters Revenue</b>	<b>\$371,432</b>	<b>\$383,961</b>	<b>\$400,692</b>	<b>\$465,402</b>
<b>Total Golf Course Revenue</b>	<b>\$572,144</b>	<b>\$642,953</b>	<b>\$684,100</b>	<b>\$676,898</b>

Option not available for that season

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

	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>
<b><u>Rounds Played</u></b>				
Atwood	3,140	4,573	5,618	4,393
Ledges	2,435	2,949	3,561	2,636
Macktown	2,022	2,325	1,669	2,370
<b>Total Rounds Played</b>	<b>7,597</b>	<b>9,847</b>	<b>10,848</b>	<b>9,399</b>
<b><u>Golf Passes</u></b>				
Premier Card Res.	27	28	33	32
Premier Card Res.-Refer-A-Friend	37	46	48	70
Premier Card Non-Res.	2	2	3	4
Premier Card Non-Res.-Refer-A-Friend	1	1	4	7
Player Card Res.	162	152	161	171
Player Card Res.-Refer-A-Friend	276	276	286	341
Player Card Non-Res.	8	11	14	10
Player Card Non-Res.-Refer-A-Friend	20	17	17	25
Student Card Res.	59	74	84	82
Student Card Non-Res.	8	6	4	3
Team Pass	0	0	0	7
Practice Range Res.	16	17	0	23
Practice Range Non-Res.	0	0	0	0
<b>Total Passes</b>	<b>616</b>	<b>630</b>	<b>654</b>	<b>775</b>
<b><u>Private Golf Cart Registration</u></b>				
Outside Storage	3	2	2	2
Home Storage	12	11	10	11
<b>Total Private Golf Cart Registration</b>	<b>15</b>	<b>13</b>	<b>12</b>	<b>13</b>

# **Marketing & Communication Relations**

Sarah Lorenz, Communications Coordinator

May 2026 Activities Report

## **Marketing/Advertising:**

- General and targeted golf (Mid-West Family targeted display ads running seasonally).
- GoRockford advertising (Outdoor Activities, Family Fun).
- Beloit Daily News (1/8<sup>th</sup> page ad, targeted towards golf).

## **Media Relations:**

- Featured in Patch.com article about sports and recreation in Rockford, IL 5/13.
- HOF picked up by Rockford Rock River Current 6/3
- June digital newsletter to be sent to subscribers on 6/18.
  - July digital newsletter scheduled for 7/16
- Featured in Patch.com article about sports and recreation in Rockford, IL 5/13.
- HOF picked up by Rockford Rock River Current 6/3.
- June digital newsletter to be sent to subscribers on 6/18.
- July digital newsletter scheduled for 7/16.

## **Events/Programs:**

- Past: Wildflower Walkabout: Colored Sands with Wild Roots Nature Center 5/20, Kilbuck Bluffs Restoration Work Day 6/6.
- Upcoming: Hooked on Fun Kids' Fishing Derby with Muskies Inc.-Flatlander's Chapter 6/13.
- Past: Garden Fair 6/6-6/7 (Klehm Arboretum & Botanic Garden).
- Upcoming: Wild Roots Nature Center 50th Anniversary Open House 6/27.

## **Print/Signage:**

- Preliminary redevelopment of Visitor Guide & Map continues.

## **Professional Development:**

- Attended IPRA branding webinar 5/26.
- Attended IPRA summer content workshop 5/28.

## **Miscellaneous:**

- Addendum to website redevelopment RFP issued 5/27.
- Community Survey:
  - Committee convened 5/14

# Marketing & Communication Relations

## May 2026 Activities Report – Cont.

- Results report published 6/5

### **Social Media (May 7 – June 7, 2026)**

- Social Media Stats
  - FPWC Facebook: 6,480 followers (+95)
    - Reach: 37,051 (+31.8%)
    - Engagement: 1,864 (-19.5%)
    - Views: 98,292 (-13.1%)
  - FPWC Instagram: 2,123 followers (+16)
    - Reach: 13,329 (+65.8%)
    - Engagement: 859 (-38%)
    - Views: 26,033 (+14.8%)

# Human Resources

Jody Kennay, Human Resources Manager  
May 2026 Activities Report

Full-Time New Hires	0
Full-Time Open Requisitions	1
Seasonal Hires	7 new 2 Open
Resignations	1
Orientations	11 Orientations (seasonal employees)

## Projects and Progress:

**Seasonal Employees** - Orientations began the week of March 9 and will continue thru May and June, as needed. All new hires are required to attend Orientation and take the Illinois Harassment training. Open seasonal positions posted on website.

**Employee Handbook** (updated with new employment laws, rewrote sections as needed, added addendums) Published to all full time and part time employees then went to four sites, with ED, to meet with employees to review new/changed policies and procedures. Asked all employees to sign Acknowledgement form.

**Compensation Study** (current state, pain points, research, other updated Preserve information, compensation analysis, etc.). Reviewed analysis with ED.

**Insurance Open Enrollment** Open enrollment closed and all employee information has been uploaded. Working with IBPC insurance to ensure all employee information is accurate. Will send spreadsheet to Winnebago County and IMRF with new insurance costs (beginning 7/1).

**Budget** Completed spreadsheet reflecting insurance costs for all full-time employees and retirees. Steve Chapman and Dan Olson use for 2027 budget of personnel costs. Sent Directors their staff information as well.

**Staff Posting** open full time and seasonal positions (1 full time and 3 seasonal). Interviews will begin late June.

Begin Training needs for Staff and employees and begin method of delivery (on-line, in-person, etc.)

**Forest Preserves of Winnebago County**

**ORDINANCE**

**26-0605**

**Authorizing the Purchase of +/- 18.5 Acres Adjacent to  
Sugar River Alder Forest Preserve**

WHEREAS, the Board of Commissioners (the “Board”) of the Forest Preserves of Winnebago County (the “District”) have determined that it is advisable, necessary, and in the best interest of the District that the District acquire land in and for the District, with said lands, together with all lands heretofore acquired, not to exceed 55,000 acres; and

WHEREAS, on April 16, 2025 the Board authorized the issuance of \$2,000,000 of General Obligation Limited Tax Bonds for the purpose of acquiring additional lands within the District; and

WHEREAS, +/- 18.5 acres of land (the Property) along the Sugar River in northwestern Winnebago County was made available for sale by owner; and

WHEREAS, the Property has been evaluated by staff and it has been determined that the Property meets the Board of Commissioners intent to utilize the Land Acquisition Funds to increase the District’s holdings in the Sugar River watershed; and

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

Section 1. The Board of Commissioners hereby authorizes and approves the purchase of the real property commonly known as “the Haas Property” (PINs 02-20-300-004 and 02-20-300-005) for \$90,000 plus customary closing costs. Such authorization and approval are contingent upon the Seller and the District finalizing and memorializing in writing the terms and conditions of their Purchase Contract. To the extent the Seller and Forest Preserves of Winnebago County are unable to finalize and memorialize in writing the terms and conditions of the Purchase Contract, the authorization and approval provided for in this Ordinance shall be automatically rescinded, without further action of the Board.

Section 2. That the Board of Commissioners of the Forest Preserves of Winnebago County hereby authorize the Executive Director of the District to execute any and all documents necessary to acquire title to and possession of the Haas Property.

Section 3. That pursuant to the District Land Classification and Use Policy adopted May 27, 1982 lands contained in this acquisition shall be classified as reserve area and/or recreational area.

Section 4. That upon closing, the Property shall henceforth be incorporated in to and known as “Sugar River Alder Forest Preserve”.

Section 5. That upon receipt of notice from the District Executive Director, the District’s Director of Finance, Auditor, and Treasurer are hereby authorized and directed to execute appropriate District payment orders required for the closing authorized herein, which payment orders shall be drawn upon the District’s Land Acquisition Fund – 2025a (3307).

Section 6. That the Secretary of the Forest Preserve District is hereby authorized to prepare and deliver certified copies of this Ordinance to the Executive Director, Auditor, and Treasurer.

Section 7. That this Ordinance shall be in full force and effect immediately upon its adoption.

**Voting Yes**

**Voting No**

\_\_\_\_\_  
Judith Barnard

\_\_\_\_\_  
Judith Barnard

\_\_\_\_\_  
Mike Eickman

\_\_\_\_\_  
Mike Eickman

\_\_\_\_\_  
Gloria Lind

\_\_\_\_\_  
Gloria Lind

\_\_\_\_\_  
Cheryl Maggio

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Cheryl Maggio

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Jerry Paulson

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Jerry Paulson

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Emily Porter

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Jeff Tilly, President

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Jeff Tilly, President

The above and foregoing Ordinance was adopted this 17th of June, 2026.

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Jeff Tilly, President  
Board of Commissioners

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Gloria Lind, Secretary  
Board of Comissioners