

September 11, 2007

MEMORANDUM

From: Sally Prunty, Planning Director

To: Board of Commissioners

Re: Planning Activity Report

Illinois Cooperative Work Study Program

Planning is supplementing the salary paid to the planning intern with money from the Cooperative Work Study Program. The program pays for 40% of the intern's wages up to \$2,000. It is state-funded through the Illinois Board of Higher Education and is administered by UI ACES Career Services.

Map and Plan Development

Work continues on:

- canoe access map for the Sangamon River Land Acquisition Project;
- plan for the golf course snack bar entrance and the accessible pathway near the old cart shed area; and
- planting design around the Early American Museum and annex.

Specification and Project Research

LifeTrails System

I've been researching this system of exercise stations. As the population of retirees increases, this type of system becomes much more relevant.

Golf Course Tee Renovation

Planning staff worked with Dave Torrens on the development of addendum specifications for the tee renovation project.

Sweetcorn Festival

Planning staff and CAC members staffed the Sweetcorn Festival booth on August 25th. The festival was very well attended, and we made contact with a lot of people, many of whom were unfamiliar with the Forest Preserve District.

Projects

I worked with Lake of the Woods Maintenance staff on adding topsoil to the area disturbed by the installation of the geothermal system around the annex.

Outreach

The UI Office of Recreation and Park Resources is hosting a group of students from Tokai University in Japan. As part of their tour, they visited Champaign Park District and the CCFPD, to experience first-hand the parks and recreation business in this country. Planning did a power point presentation about the forest preserves, and our place in the parks and recreation environment, i.e., conservation and education. We also toured Lake of the Woods and River Bend.

September 10, 2007

MEMORANDUM

From: Bryan Stevens, Construction Manager

To: Board of Commissioners

Re: Construction Department Activity Report

Miscellaneous

Over the past month, the Construction Department:

- completed the placement of new restroom sidewalks at Middle Fork, Homer Lake and Lake of the Woods; and
- continued work on the Lake of the Woods storage bins.

Bryan has been working on the 2008 Construction Department budget.

Middle Fork Manufactured Home

Staff is in the process of awarding the project to the low bidder, Wonderful World of Homes of Mahomet.

September 10, 2007

MEMORANDUM

From: Daniel Olson, Director of Natural Resources

To: Board of Commissioners

Re: Natural Resources Activity Report

General

- We are in the height of the prairie seed collection time of year. We have collected several species from most of our sites. We made seed packets for the horticultural education “Plant Your Own Prairie Plot” program. Volunteers have been collecting seed for us as well.
- Staff has spent several days watering newly-planted trees thanks to another dry spell. We have also taken the time to do the usual tree care – fertilizing, weed control, mulching and placing of watering bags.
- We are working with the IDNR to complete turtle surveys along the Sangamon River.
- Colin has been working with Richard Harden’s Venture Crew to make bat boxes for the Salt Fork River Cleanup.
- We have been collecting seed for Ryan Stewart at the UI. His classes will be growing and propagating native seeds for us this semester and next.
- Colin, Adam and Mike helped take down a pine from the golf course. It was another victim of the Pine Sawyer Beetle and its nematodes. This year has been exceptionally hard on our trees. Early warmth, and then the week-long frost followed by wet and dry extremes, took a toll on several trees. In addition, I have never seen so many trees with a variety of other problems, many of which are escalated this year. This includes oak tatters, anthracnose, borer damage, ash yellows, cedar apple blight and other ornamental tree diseases. We have seen several species already dropping leaves.
- The Salt Fork River Cleanup will be held Sept. 15. We have had many organizational meetings for the 10th anniversary of this event. We developed a very nice 2008 calendar to celebrate the anniversary. The calendar is a nature calendar containing all pictures from the Salt Fork. They will be given out to the first 200 cleanup participants. This year, the event sign-in will be at the St. Joe-Ogden High School, and teams will disperse from there. We will be taking a large team to clean up exotics at Homer Lake.
- The first ever canoe trip fundraiser that ran in conjunction with the Mindy Harrington Golf Outing was a success. Canoeists participated in a scavenger hunt for a prize. Ultimately, the hunt ended in a four-way tie that was broken by a rock-skipping contest. We owe a big thank you to the Environmental Education staff for canoeing with us and providing interpretation along the way. We also thank all the Homer Lake staff that spent days preparing for the trip, improving the boat launch, and acting as chauffeur for the day.
- Dan continues to work with Doug Mills on frog call survey information, which has mainly involved presenting the information and planning for next year.

- We have updated our long-term Ash Monitoring Program this month for all of the sites.
- Staff has removed the footprint of the south greenhouse. The retaining wall and other concrete pieces were recycled at Mid America Sand and Gravel. We thank several volunteers who worked with the garden staff doing handwork and stacking pavers on pallets. These pavers will be sold on eBay.
- Dan gave a tour of Buffalo Trace to the Champaign Urbana Natural Areas Study Group.
- Control of invasive species this month included mowing and spraying large areas of Canada thistle, and honeysuckle and autumn olive removal.
- Dr. Steward Berlocher from the UI will be restarting his entomological studies at Lake of the Woods.
- We have put together Emerald Ash Borer packets for local campgrounds. We hope to use our own campground as a model for what others can do with firewood. We are in the process of meeting with the operators and educating them on the EAB.
- We have begun the prep for seed planting this fall at the new Homer Lake Wetland. In addition, we have mowed small places at Point Pleasant to complete the seeding there.

Meetings

- The 2007 East Central Illinois Master Naturalist class is underway with 31 students. The year began with a pizza social night where students from last year presented their volunteer efforts over the past year. The CCFPD was well represented in the volunteer efforts. Our very own Adam Rex is a student in this year's class. The biggest part of the night was when we awarded Master Naturalist Certification to ten students who have completed their coursework and their volunteer work.
- Dan participated in the Botanical Garden seasonal evaluations. We had to say goodbye to Blake and Lindsay this past month. They will be greatly missed.
- Dan attended the Salt Fork River Steering Committee meeting. The watershed plan has been back and forth between the committee and the IEPA for additional information. We hope to have an IEPA approved watershed plan to present to you soon. We are working on implementing several items from the plan.
- Rob Kanter is writing an article on the Master Naturalist Program for the Illinois Steward Magazine. We have been providing him information about the program.

September 10, 2007

MEMORANDUM

From: Larry Beckett, Garden Supervisor

To: Board of Commissioners

Re: Botanical Garden Activity

General

- Seasonal staff painted 10 metal benches used for weddings.
- Repairs were made to the Rayburn-Purnell well due to damage to the pump and deterioration of the pipe and check valve.
- The Natural Resources Department finished pruning trees and the removal of large volunteer trees growing within the west tree line in the Botanical Garden.
- Two of our summer seasonal employees have returned to school. At this time, the botanical Garden has only two part-time employees working in the garden and park plantings.
- The Botanical Garden had three weddings during the month of August.
- Repairs were made to the brick floor in the greenhouse after an irrigation water leak was repaired under the floor.

Volunteers

We received quite a bit of volunteer help this past month. Projects included:

- stacking of used bricks onto pallets for possible eBay sale;
- removal of the security fence from around the geothermal site at the museum annex for the unloading of top soil and regrading in that area;
- removal of declining and deer-damaged shrubs in the lilac garden within the Botanical Garden; and
- assistance in the renovation of a large perennial bed along the east side of the garden.

September 10, 2007

MEMORANDUM

From: Cheryl Kennedy

To: Board of Commissioners

Re: Early American Museum Activity Report

August Comparisons	2006	2007
Visitation	872	794
<i>Year to date</i>	5,469	5,472
Museum store	\$1,070.27	\$1,018.72
<i>Year to date</i>	\$7,860.29	\$8,294.53
Donations at the door	\$427.00	\$550.10
<i>Year to date</i>	\$2,594.23	\$2,293.40
Friends to date	\$1,130.00	\$2,340.00
Volunteers	193.25 hours	
Office Support	111.75	
Collections	32.50	
Special Projects	49.00	

We received an additional 100 hours of support through community service hours and benefited through the scraping, sanding and painting of the lower portion of the town hall and several walls downstairs in the annex.

Education 75 school children on site, 25 outreach

The following schools participated in programs this month: Champaign Home School group; Next Generation, Champaign; Prince of Peace Early Learning Center, St. Joseph; and First Baptist School, Danville. Wiley School borrowed the Native American outreach kit. Teachers also participated in a lottery for the Prairie Adventures program featuring all three education departments.

Public Programs

The last Second Sunday Artisan and Music in the Garden program featured Hilary Kaye Valentine. It was a very hot and humid day; thus, Charlie and Rachel decided all activities would take place in the museum. Hilary teaches and plays the dulcimer and she brought her son, husband and musician partner Joe Nierenberger with her to not only engage people in trying the dulcimer, but to enhance the performance. We had a about 75 people participate, and they did indeed try their hand at playing the dulcimer. They enjoyed the performance and were still talking with the musicians at 7 p.m. Rachel and her volunteers picked vegetables from the Children's Garden and invited everyone to take some home along with information on the upcoming horticultural programs at the garden. Our next event is Prairie Stories, Saturday, September 15th from 1 to 5 p.m.

Collections Work

The items deaccessioned in May have been processed and either destroyed or numbers removed and taken to the metal recycling center. Barb has contacted the Blackburn, England Museum and Historical Society about the barrister's wig and the World Center for Birds of Prey in Boise, Idaho, about the falcon hood.

Cleaning of the storage areas has now moved to the museum. As in the annex, this requires checking the artifacts, making sure the ethafoam is still in good condition, determining if or how we might be more efficient with our space and then sewing muslin covers for the face of the shelving units. Volunteers are building new shelving units with the goal of getting everything up off of the floor.

Lincoln Exhibits Committee

Barb presented a first draft of the DVD narrative at the August 7th committee meeting. Our goal is to have the narrative complete and images selected by the end of September. We hope to choose the video firm we will work with and see the actual production work begin in October.

Mary Ellen and Barb have pulled together the grant criteria for the two agencies from which we plan to request funding, and we are now working to develop our focus and budget information.

Special Projects

Work on this year's African American History Newsletter, Play Ball, Part II, is underway. I have spent many weekends collecting baseball articles from the Courier at the Archive and have completed interviews with Ernie Westfield, J.W. Pirtle, Tracy Parsons, and Peter McFarland. The goal is to have this newsletter ready to distribute by the end of October.

Accreditation

Additional information was requested related to our founding documents, the Downstate Forest Preserve Act, our relationship with the Foundation and components of the Ethics Statement. It is clear that AAM does not understand nontraditional relationships, and I am determined to make this a learning experience for them.

September 1, 2007

MEMORANDUM

From: Wendy Israel, Environmental Education Coordinator

To: Board of Commissioners

Re: Environmental and Horticulture Education Activity Report

Public Programs

Twenty-three people attended *Bats at the Bridge* on August 4, 75 people attended *Second Sunday Artisan Series* on August 12; 14 people attended *Tallgrass Prairie Hike* on August 18; and 12 attended *Tomato Time* on August 25. Angela DeLong also led a garden tour for the Champaign Urbana Herb Society (29 participants). Upcoming September programs include: *Start your own Prairie Plot* on September 8, *Growing Up Wild* on September 10, *Survival Series* on September 22 and *Garden Harvest* on September 30.

Middle Fork Programs

In August, 150 people participated in education programs at the campground. Programs at Middle Fork were scheduled to conclude September 1 with the ever-popular night hike.

General

August Education Center Visitors: 70 adults and 30 children. The center is open Monday-Friday 8:30am-5pm, and Saturdays 10am-4pm through October with a nature hike at 1pm.

August Volunteer Hours: 11 hrs (Horticulture Ed.) Volunteer Hours: 15 hrs (Environmental Ed.)

Additional staff accomplishments this month include:

- Delivery of 2007-2008 Educational Services Booklets
- Managing of call-in day for fall and spring school field trips
- Processing of applications for Prairie Adventures
- Cleaning and organizing of Education Center storage areas
- Research for proposed purchases in 2008 budget
- Meeting with volunteers about installing new plants outside Education Center
- Canoeing of Salt Fork River in preparation for the canoe outing on September 7
- Updating of rotating Education Center display in preparation for fall field trips
- Development of tentative 2008 public program schedule including scout programs
- Preparation for fall public programs
- Development of pre- & post-trip info and activities for new homeschool programs
- Preparation for Salt Fork River Cleanup
- Evaluation of this year's Eco-Adventures, completion of staff evaluations and beginning of brainstorming topics for next year
- Order of materials for exhibits funded through Lumpkin Grant, and beginning of Prairie Mammal exhibit construction
- Work on a list of grant resources for teachers

September 10, 2007

MEMORANDUM

From: Andee Chestnut, Public Information Director

To: Board of Commissioners

Re: Public Information Activity Report

Foundation Video

Our producer had some production glitches but is now finishing up the rough edit of the Foundation video. What we have seen so far is quite good, and we're excited to be nearing the finish.

Website

Work with OJC Technologies continues as they make revisions to make our website more active and user friendly.

Brochures

The fall/winter program brochure went out to the District mailing list recently. We also placed program pages in the Champaign and Urbana park district books.

Sangamon River Music Festival

During the same weekend our CAC Outreach Subcommittee was at the Sweetcorn Festival, we decided we also needed to have a presence at the Sangamon River Music Festival in Mahomet. Although there was some scrambling done to create another display, we were able to do both, and we're pleased we could. This event is growing quite a bit, and we had a number of people visit our booth. Thanks to Cheryl Kennedy, Charlie Tice and Cathe Capel for help with staffing the booth.

Throughout the afternoon, the Mahomet Citizen ran Bingo, with plans to give the funds raised to four entities in the community, one of which was the Early American Museum. Because of that, I was allowed to be a Guest Bingo Caller, which I must say, was the highlight of my day. All in all, the whole day was fun as well as productive.

September 11, 2007

MEMORANDUM

From: Kim Horbas, Volunteer Coordinator

To: Board of Commissioners

Re: Volunteer Activity Report

August 26, 23 UI students participated in the Service First Project sponsored by the Freshmen Orientation Program. Their service focused on the Botanical Garden. One group removed old bricks and debris from the greenhouse renovation while the others removed shrubbery and general cleanup of a garden bed to be redesigned. Many thanks to Kim DeLong and Tina Evans for their assistance with the group.

August 30, five members of the Champaign Beneficial office shared time and talents with CCFPD. As a goal to become more involved with community needs, the Beneficial employees spent the afternoon with Larry Beckett and Kim DeLong working the gardens. Thank you to the garden staff for your support of volunteer programs.

September 7, the Volunteer Department of CCFPD was among 55 non-profit agencies participating in the UI Volunteer Fair. Over 500 students attended the day-long event. CCFPD was fortunate to have several students inquire about opportunities available at the District. Two students have already committed to weekly service beginning Friday, September 14th.

September 13, Council for Volunteers resumes monthly meetings. As a member of this group, CCFPD participates in group discussion targeting volunteer best practices. The council is hosted by United Way of Champaign.

October 25 - Save the date! The Early American Museum will host the annual volunteer recognition event. The evening will include presentations by both the museum staff and educational staff. Afterwards, a guided tour of the museum and a wide array of desserts will be available for the guests. Time will be 7-9 pm. Details will be forwarded in the next couple of weeks.

Volunteer Hours:

Education	11 hours
Trail Stewards	39 hours
Group Projects	75 hours
Total	125 hours

I've included several photos of volunteer activities on the next page.

September 11, 2007

MEMORANDUM

From: Jan Plotner

To: Board of Commissioners

Re: Headquarters Activity Report

- Boat rentals at Lake of the Woods are finished for the season. Vickie is completing a review of the year to see what improvements can be made to the operations.
- Mary has set up an ad hoc committee to review the current Emergency Response Plan. The committee has met once and will soon make a recommendation to the Risk Management Committee.
- Tonya is working with Angie Clayton, our new part-time receptionist, to explain the ins and outs of handling rentals of both buildings and weddings. Angie did a great job of handling the rentals while Tonya was out on vacation, and then recuperating after her accident.
- The annual Foundation Mindy Harrington Memorial Golf and Canoe Outing was Friday, September 7th and went very well. Most of our staff were involved one way or another, and they all shined. Besides the fact that it generates some well-needed funding for the Foundation, it also gives residents and guests a chance to come to the District, have fun, and see what a wonderful asset this District is.
- Even though Jan is moving on to the Champaign Park District, she will be helping out in the transition, including the preparation of the budget and the tax levy process.

September 10, 2007

MEMORANDUM

From: Dave Torrens, Director of Golf

To: Board of Commissioners

Re: Lake of the Woods Golf Course Maintenance Activity Report

Over the past month, golf course maintenance staff:

- continued with irrigation repair;
- performed routine maintenance on equipment;
- prepared for FY 2008 capital equipment purchases;
- continued with the topdressing program; and
- continued routine golf course maintenance.

Aerification of the greens is scheduled for Sept. 10th and 12th.

Tee renovation started Sept. 10th.

September 10, 2007

MEMORANDUM

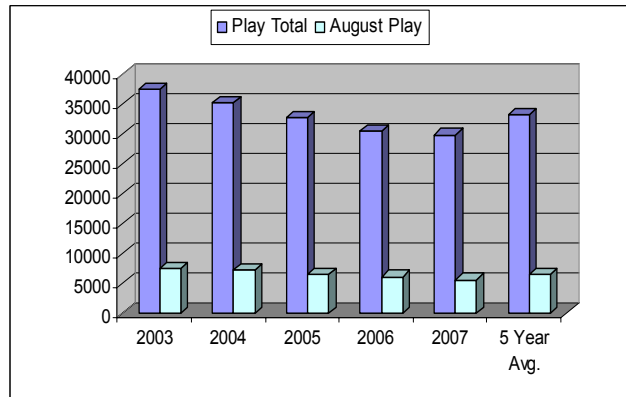
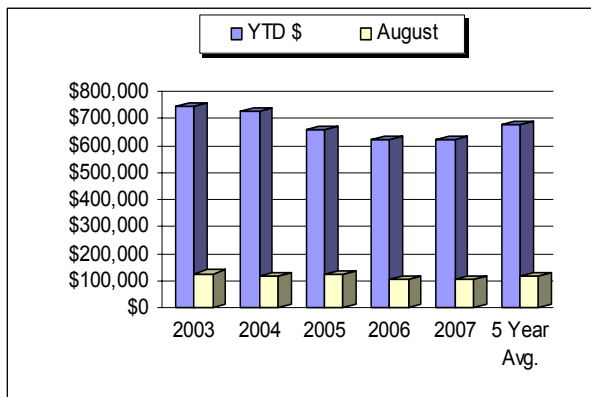
From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Re Lake of the Woods Golf Course Pro Shop Activity Report

Operations

Revenue and play comparisons are listed below.



Tournaments & Outings

August 11 th & 12 th	Naughtin Open	96 golfers
August 13 th	Family Golf Night	6 golfers
August 16 th	Grasshoppers	28 golfers
August 19 th	CISA Tour	48 golfers
August 25 th & 26 th	Club Championship	44 golfers
August 31 st	Judah Christian Golf Meet	16 golfers
September 6 th	Champaign County Assn of Realtors	128 golfers
September 7 th	CCFPD Foundation Mindy Outing	128 golfers
September 8 th	Grace Church Outing	48 golfers
September 9 th	United Methodist Church Outing	39 golfers

Other Activities

- We power washed the clubhouse deck, and it looks marvelous.
- Staff painted the north side of the pro shop where the cart shed was removed.
- Golf maintenance staff replaced the fence adjacent to that wall that was removed last fall for the installation of a new water line and pro shop staff completed the painting just before the Mindy Foundation Outing. The entire area is much improved.

September 10, 2007

MEMORANDUM

From: Thomas M. Pike, Site Superintendent

To: Board of Commissioners

Re: Lake of the Woods Forest Preserve / River Bend Forest Preserve Activity Report

General

- Several seasonal employees have gone back to school, and we only have a very few left.
- Staff has completed the painting of Lake of the Woods Pavilion.
- Staff has started to place top soil in the garden between the annex and the spot where the south greenhouse used to be. We are planning to finish grading the area, fertilizing, seeding and covering it the straw. We will also be seeding a few areas in front of the annex as well.
- All Lake of the Woods Operations eBay items have sold, and we are waiting to have winning bidders pick them up.
- The mowing season has somewhat slowed down.
- Staff completed ongoing janitorial work at rental buildings and public restrooms.
- We continued with routine scheduled maintenance and repairs on various District vehicles and other equipment.

Covered Bridge

Staff has also completed the painting of the Covered Bridge. This was a major project, not only from the work to be done, but also the daily heat and humidity. I was initially concerned with the suggested color, but I will say the change in color grew on me.

We put back on the south end of the bridge the original hand painted sign that says "Lake of the Woods Covered Bridge, 1965". The sign was redone by staff in the winter of 1997. We also made duplicates of the sign to put on the north end. After all of the work was done, I have to admit that I am totally impressed with the outcome of the project. My staff has got a lot to be proud of, and I commend them for a job well done. If you haven't had a chance to look at the finished project, you should take a look.

September 9, 2007

MEMORANDUM

From: Matthew Kuntz, Site Superintendent

To: Board of Commissioners

Re: Middle Fork River Forest Preserve Activity Report

- Middle Fork had a very successful Labor Day weekend in the campground. There was a packed house with great weather for the campers.
- Staff is preparing to seed grass around the new outdoor restroom buildings.
- Staff has finished multiple projects around the preserve user areas such as split railing, new signage, and new posts along the roadway.
- We are currently removing sumac in and around user areas, freshening up around trees and high traffic areas such as the campground sites.
- Lincoln's Challenge cadets have started their fall volunteer schedule with us. They are very helpful bundling wood and helping remove brush.
- I would like to thank Sheila Daniels for all of her hard work this summer at the campground. She was the interpreter for Middle Fork, taking campers on nature hikes and having educational classes for kids of all ages. This is a program I hope will continue at the campground. Many campers and visitors are already asking for next year's programs.
- Some budget research has started for next year. Equipment and projects are being discussed with staff.
- The remainder of the month has been spent doing routine maintenance in and around the forest preserve.

September 10, 2007

MEMORANDUM

From: Brian Taylor, Site Superintendent

To: Board of Commissioners

Re: Homer Lake Forest Preserve Activity Report

- Staff removed several stumps throughout the preserve and prepared these areas for grass seed.
- The slide at Walnut Hill playground was replaced with a new one after the plastic in the bed of the old slide began to break apart. We also replaced the swings to bring all the equipment up to current safety standards.
- The construction crew poured the concrete approach to the new vault toilet. This project is now complete, and it looks great.
- Illiana seal coated the sections of road that were in the worst shape. We appreciate having well-maintained roads as do our park visitors, who not only drive on them, but also use the roads for exercise. Eric Mast and his crew have always been extremely good to work with.
- Staff time was also given to additional activities such as organizing a trailer towing safety training and planning the canoe outing for the Mindy Harrington Memorial event and assisting those who purchased eBay items.
- The removal of bush honeysuckle and autumn olive with the bobcat and fecon continues as we get time. We have received an incredible amount of positive comments from visitors on how much nicer the park looks.