

September 4, 2009

MEMORANDUM

From: Sally Prunty, Planning Director

To: Board of Commissioners

Re: Planning Activity Report

Accessible Fishing Pier

The fishing pier has been installed.

Bicycle Path Parking Area Addition

Lake of the Woods Operations has cleared the proposed bicycle path parking area for construction, which we expect to begin in late September.

Miscellaneous Planning Tasks

- I completed the landscape design for the Botanical Garden central pathway, which includes plantings to be funded by a donor.
- Mark Nepermann has made good progress on the site inventory database, and has also nearly completed the PIN number database for Lake of the Woods, with the exception of two properties. This PIN project involves coordinating the PIN numbers for each land acquisition with date of property purchase, legal description of property, and any other key legal data pertaining to each acquisition.
- The Sweet Corn Festival CAC outreach event went smoothly. In spite of the heavy rain Thursday night, and more on Friday morning, the weather for the event was absolutely perfect.
- We expect the playground to be delivered September 18th to Middle Fork River Forest Preserve.

September 3, 2009

MEMORANDUM

From: Bryan Stevens, Construction Manager

To: Board of Commissioners

Re: Construction Department Activity Report

- Staff continues work on the new exhibit in the Early American Museum.
- The installation of new gutters on Lake of the Woods and Elks Lake Pavilions has been completed.
- Staff continues the repairs and painting of the One-Room Schoolhouse siding.
- We started the replacement of damaged concrete sidewalks and siding on Walnut Hill Shelter at Homer Lake Forest Preserve.
- Staff has been working on the FY2010 proposed budget.

September 4, 2009

MEMORANDUM

From: Daniel J. Olson, Director of Natural Resources

To: Board of Commissioners

Re: Natural Resources Activity Report

- The East Central Illinois Master Naturalist Class is underway. This is the fourth installment. CCFPD's own Mike Daab is taking the course this year.
- We have been working on the first two Management Plans for River Bend and Sangamon River Forest Preserves. These two plans should be complete by the end of this year.
- We've been working on budgets, capital equipment, and projects for FY 2010. We are taking extra time this year to examine long-term projects and changes in seasonal hirings.
- Adam Rex and Nate Hudson have spent a substantial amount of time removing and treating woody exotic species on the west side of Homer Lake, finding good native species among the invasives.
- As with the beginning of each school year, we have had numerous requests for speaking, program participation, and information dissemination to classes and researchers from kindergarten to graduate school.
- Seed collection is in full swing. Staff has concentrated this past month on species that are harder to get and occur in small numbers. We received a seed donation from Bill Wasson. We have drying racks constructed and seed in them. We took possession of our hammermill, which was a capital equipment purchase for this year.
- Mike attended a Prairie Rivers training on "Using Online Data and Tools for Your Watershed".
- Dan attended The Nature Conservancy Volunteer Stewardship Network meeting in Peoria. During the meeting, we picked up the stewardship tools that were awarded on a recent grant. Additionally, the VSN purchased a Honeysuckle Popper tool for us to keep after we discussed with them the possibility of having a "tool swap" to try out tools before purchasing. We appreciate this donation.
- Dan gave two tours to the local River Corps of Discovery and the Allerton Corps of Discovery classes at River Bend and Homer Lake. Thanks to Environmental Education staff for allowing me to open the Education Center after hours for the class to enjoy.
- We completed interviews for our fall seasonal/intern position.
- We spent some time repairing walkways in the Botanical Garden after the large storm event on August 27th.

September 4, 2009

MEMORANDUM

From: Larry Beckett, Botanical Garden Supervisor

To: Board of Commissioners

Re: Botanical Garden Activity Report

- The Botanical Garden had two weddings during August.
- We planted 96 hardy mums in the area between the Museum and the Museum Annex.
- Heavy rains eroded four large areas in the gravel walkways, plugged five drains with debris, and deposited a large amount of mud over the concrete area where weddings are held. Clean-up took several hours.
- Two of our part-time employees returned to school. The Botanical Garden staff will consist of two part-time employees and me for the remainder of the year.
- We are scheduled for Lincoln's Challenge cadets to volunteer in the Botanical Garden for six visits during October and early November. Our goal is to plant 75 shrubs and trees plus fall clean-up in the garden and preserve landscape beds.
- With the help of a volunteer group that Kim Horbas arranged, we were able to level out and seed with grass approximately 25 cubic yards of top soil adjacent to the One-Room Schoolhouse. In addition, two other groups weeded selected areas along the west side of the garden and within the Discovery Garden for a total of 74 hours of volunteer time.
- Botanical Garden staff visited the UI Arboretum open house and talked with UI employees regarding plant varieties and grounds maintenance.
- We are finishing up with summer mulching of beds and making preparations for fall and winter propagation, plant selections, greenhouse maintenance, etc.

September 4, 2009

MEMORANDUM

From: Cheryl Kennedy, Museum Director

To: Board of Commissioners

Re: Early American Museum Activity Report

<u>August Comparisons</u>	2008	2009
Visitation	1,197	901
Year to Date	5,303	5,258
Gift Shop	\$1,116.94	\$1,362.90
Year to Date	\$8,372.87	\$10,312.22
Donations	\$592.93	\$651.10
Year to Date	\$2,318.36	\$2,753.41
<u>August 2009 Volunteer Hours</u>	248.00	
Collections	45.50	
Office Support	61.75	
Education	3.75	
Lincoln Exhibit	137.00	

Education 30 children

Sandy Osborne met with two groups during August: First School in Mahomet and First Baptist from Danville.

The educators shared in the delivery of approximately 1,500 education brochures to area schools this month. In addition to their own programs, they have scheduled times for the popular collaborative, Prairie Adventures, and the new Buffalo Trace Days program. The Champaign School District budgeted funds for one school trip a year focused on the prairie for their 3rd grade classes. As a result, Prairie Adventures and Buffalo Trace Days filled up quickly, and staff is working to accommodate teachers with prairie “flip” days as well – where they flip between an environmental, plant science or historical program during their visit.

Twenty-four children are signed up for the fall homeschool program. Topics of the Settler Course include settlement of Champaign County, daily life, one-room school, prairie plants and animals, and writing historical fiction.

Collections

Jennifer White, Registrar at Spurlock Museum, reported that she will make contact with the Illinois State Museum to determine whether they are interested in the clothing collection. Spurlock staff has not been able to locate a primary document which says the State Museum has refused the pieces. If the State Museum doesn’t want to do that, Jennifer has asserted (and ACES and Legal agree) that Spurlock is actually the caretaker, and she is going to loan the pieces to us on a five-year renewable loan. Barb Garvey shared that we would severely pare down the collection if that were the case. Jennifer’s goal is to transfer ownership to us.

Exhibits

Lincoln Courthouse Exhibit:

This month Barb assembled artifacts for the exhibit case in the courthouse exhibit. This required getting the scan from the Champaign County Historical Archive sized, and taking several items to Dean's Blueprints.



The courthouse dedication went well – a beautiful day with about 225 in attendance. There were long lines to see the exhibit, and we heard lots of great comments.

Champaign County's Lincoln

Work continues on each of the exhibit sections, but planning has focused on the entry to the exhibit, and more specifically, the buggy element and the video of the prairie landscape. We had hoped the video could be shot in the spring to recall the May trips of Lincoln to Champaign County; however, with the record rainfalls, the video could not be shot until late June.

This would have been inappropriate in terms of historical accuracy. We have determined that Sand Creek Conservation Area, near Decatur, will give us all the types of terrain in Champaign County, e.g. prairie, savannah, river corridor and a ford, which would have been typical of the journey through Champaign County. We then had to find a horse and buggy which was historically accurate and could also negotiate this terrain. Mighty Oaks Horse Farm has agreed to film the week of September 14, with the date to be determined that week by the weather.

Upcoming Public Programs

September 13 – How We View Our History: The Changing Image of the 16th President
Presented by Ron Keller, Professor of History and Curator of the Lincoln Museum at Lincoln College.

September 19 – Prairie Stories

Family fun that includes work and play from an earlier time, old-time crafts, and hikes through the prairie. Featured artisans include the Dewitt County Area Blacksmiths and Banjulele.

September 4, 2009

MEMORANDUM

From: Pam Leiter, Coordinator of Environmental Education and Interpretation

To: Board of Commissioners

Re: Environmental Education Activity Report

School Programs 43 students

Our school programs served these schools/agencies in August: First Baptist and Prince of Peace.

The Expanding the Classroom school program booklets were sent to teachers in all area schools at the beginning of the month, and the early bird deadline for program requests was August 24. By that date, our fall school program schedule was almost full, and our spring program schedule had begun to fill.

Public Programs 166 participants

- The Sunset Paddle had 17 participants, and Bats at the Bridge had 32 participants.
- Savannah Hampson presented a Tree Identification program for Windsor of Savoy by special request; 30 people attended.
- The August Kids Garden Club program, Bugs in the Garden, had 9 participants (5 kids, 4 adults).
- A total of 78 people participated in Middle Fork Campground programs this month. Programs included Masters of the Air, C-U Astronomical Society Starwatch, State Symbol Nature Bracelet, Game Time, Scavenger Hunt, and more. Programs conclude on Labor Day weekend.

Summer Camps

We had a very successful summer! A summary of Garden Adventures camps follows. (A summary of Eco-Adventures was included in last month's report.)

Analysis of parents' evaluations (includes Garden Adventures and Tiny Tot Garden Adventures):

	Yes	No	Not sure
Recommend to others	100%	0%	0%

	Very Good	Good	Fair	Poor	Very Poor
Camp Registration Process	76%	18%	6%	0%	0%
Day Camp Staff	88%	12%	0%	0%	0%
Weekly Topics	71%	29%	0%	0%	0%
Check in/out process	88%	12%	0%	0%	0%
T-shirt design	76%	18%	6%	0%	0%

Selected comments from parents' evaluations:

- The program has encouraged his enthusiasm for working in our home garden.
- Best summer programs going!
- My child really learned a lot from this camp.

Pictures from Garden Adventures:



A Tiny Tot helps spread mulch.



The older kids painted faces!



Campers learn about herbs.

Environmental Education Center General Visitation: 125 (77 adults, 48 children)

Not counting program participants, visitation at the center totaled 125 in August. We received \$8.16 in the donation box this month. We are also working on rotating the exhibits.

Discovery Garden

The garden continues to be prolific, with many tomatoes and other late summer produce. The WCIA-3 Morning Show featured the Discovery Garden; Ralph Bonati, our Naturalist/Garden Specialist, and Sandy Mason discussed several topics, including the garden's unique plants and the compost bin.

Volunteers

29.75 hours

Environmental Education: 10.75

Discovery Garden & Plant Science: 19.00

Volunteers helped with the Sunset Paddle, Bugs in the Garden, maintaining the Discovery Garden, and weeding the Education Center plant beds.

General

- New staff continue to be trained, and are already contributing much to this department. We look forward to many good things from them!
- All staff cleaned and organized program storage areas.
- Siv Schwink updated Homer Lake kiosks with new program information.
- Savannah completed fall and spring versions of a self-guided trail brochure for the Rayburn-Purnell trail.
- Savannah attended Infection Control training at the C-U Public Health Dept.

September 4, 2009

MEMORANDUM

From: Andee Chestnut, Public Information Director

To: Board of Commissioners

Re: Public Information Activity Report

- We are making arrangements for the dedication of Possibility Pier at River Bend, which is scheduled for 10 AM, September 26th. Invitations will go out very soon.
- The print newsletter was distributed to the 4,800 person mailing list and posted on the website. Kirby Pringle is working on the next issue of the e-newsletter, which should be online at the end of this month.
- Focus next will be on the revamping and redesign of the main CCFPD brochure and the five preserve map brochures. I have scheduled the deadline timeframe with the artist, and next I will be getting input from staff. The target deadline for project completion is December, before the end of the year.
- I am preparing a review of all the promotions for 2009, which will be presented for discussion by the Marketing Committee. It's always beneficial to have their expertise and to actually look at what worked and what didn't so we can better plan for next year.

September 4, 2009

MEMORANDUM

From: Kim Horbas, Volunteer Coordinator

To: Board of Commissioners

Re: Volunteer Activity Report

General

- CCFPD welcomed the support of incoming UI freshmen during new student orientation. Forty volunteers (pictured below) did extensive weeding and clean up in the garden.
- Community Service volunteers have assisted staff members with clean-up and weed control at both the garden/museum complex and golf course.
- We are currently seeking volunteers for the annual seed collection at Buffalo Trace, October 11 and 25, 1-4 pm. Plant identification and training on seed removal will be provided.
- CCFPD will participate at Parkland College's Volunteer Fair on September 9th and UI's Volunteer Expo on September 10th.
- Approximately 50 students from the UI College of Business will be volunteering at Lake of the Woods on Sunday, September 27. Projects are being sought for completion.

August Volunteer Hours

Museum	248.00
Environmental Education	10.75
Discovery Garden	19.00
Trail Stewards	54.00
Miscellaneous	27.00



September 4, 2009

MEMORANDUM

From: John Baker, Administration

To: Board of Commissioners

Re: Administration Activity Report

- The August 27 storms included a lightning strike that knocked out the phone, Internet and our common file-sharing drive at Headquarters. This also caused the loss of Internet connectivity to West Side Maintenance and the Natural Resources/Botanical Garden offices. So many systems were involved that it took two and a half business days to restore the Internet. Verizon and Champaign Telephone restored all the phone lines by that Monday and voice mail by the next Friday. TS Wireless reconnected the west side facilities that Friday as well. Microsystems replaced the HQ switch that Monday and five internal network cards on that Tuesday, reconnecting all HQ staff to our common drive. Finally, we replaced the Verizon DSL router. All in all the lightning strike fried two routers, one switch, one modem, five network cards inside computers and jolted one phone receiver out of its carriage. Thankfully, surge protectors on the phone lines protected the phone system and voice mail server from suffering a similar fate.
- The August property tax distribution of \$307,599 arrived. Sixty-three percent of our 2009 levy is in the bank or invested.
- Mary Beck, Melinda Boyer and I met with two vendors on potential financial systems to replace our current Thoroughbred system. We asked vendors to demonstrate their enterprise solutions for general ledger, accounts payable, payroll, budgeting (which are the four modules we currently have) as well as human resources, purchasing, grants/projects management and fixed assets. Our current system is not intuitive, lacks automation of repetitive activities and requires multiple data entry for many tasks; in short it is very dated, labor intensive, and lacks about 15 years of technological improvements in financial management systems. We met with the following:
 - Rich Plese presented Harris Computer Systems' Municipal Software Suite for local government. Harris is the District's current vendor, having purchased AEK's Thoroughbred a couple of years ago.
 - Bruce Duncomb from Tyler Technologies presented its In Code financial management system.

Both vendors are highly recommended by IPRA financial directors. Technical specifications for these systems will require the District to upgrade its server (approximately 5-6 years old) to enable a more robust financial system. Both vendors indicate an implementation timeline of two-three months for their software. Both systems have time and attendance modules that can be added to allow for remote entry and approval of hours worked. We have asked for pricing on these add-ons.

- We finalized the Coca Cola contract August 20 and are awaiting delivery of the machines.
- Rental facilities continue to be reserved for 2009 and 2010. Rental paperwork for 2009 has been sent to more than 492 renters; this includes both in-house and paid rentals.
- One special use permit has been submitted for the Second Wind Running Club – event date August 7-14, 2010 at Buffalo Trace.

September 8, 2009

MEMORANDUM

From: Mary Ellen Wuellner, Grants Coordinator

To: Board of Commissioners

Re: Grant Activity Report

Grants Approved/Denied

- The Great Harvest Bread Company in Champaign has agreed to cosponsor the museum's Prairie Stories event on September 19. The bread donation will help to feed the 30-35 program volunteers.
- The application to the Northlands Storytelling Network in the amount of \$1,000 was approved. The grant will fund a storytelling program cosponsored by the District, the Mahomet-Seymour Junior High School, and local storyteller, Camille Born. The program will begin this fall, and will culminate in a public event at the museum in April 2010.

New Grant Applications Submitted

- A grant application for \$3,800 was submitted to the Community Foundation of East Central Illinois to purchase an all-terrain wheelchair for trail use by persons with limited mobility. A list of possible chair models is now being compiled. If the grant is approved, site visits will be made to test the various options available so we select the most suitable model for trail conditions. The wheelchair would be housed at the Environmental Education Center at Homer Lake with education staff graciously accepting responsibility for managing the check-out process. There would be no charge to users for the service. Grant decisions should be made this fall.
- A proposal was submitted to the Lumpkin Family Foundation's Central Illinois Program in the amount of \$3,385 to fund a collaborative program between the District and the Central Affiliation for Special Education (CASE). CASE serves visually impaired and other special needs children in 14 counties in East Central Illinois. The grant funds would be used to provide environmental education programs to visually impaired public school children in the counties served by CASE. Two "vision activity days" would be held, one in the spring of 2010 at Lake of the Woods and one in the fall at Homer Lake. District environmental education staff would conduct the programs with the assistance of CASE staff and parent volunteers. About 40 visually impaired or blind children (K-12) are expected to participate in each activity day.

Grant Applications Previously Submitted – Decision Pending

- A grant application to the Illinois Department of Natural Resources in the amount of \$126,000 is currently being reviewed by IDNR staff. The Open Space Lands Acquisition and Development (OSLAD) grant would fund 50% of the cost of improvements to the Sangamon River Forest Preserve. An award decision is expected in January 2010.

September 10, 2009

MEMORANDUM

From: Dave Torrens, Director of Golf

To: Board of Commissioners

Re: Lake of the Woods Golf Course Maintenance Staff Report

Over the past month, golf maintenance staff has:

- performed routine maintenance on equipment;
- prepared for FY 2010 capital equipment purchases;
- continued with the topdressing program; and
- continued with routine golf course maintenance.

Aerification of the greens is scheduled for Sept. 9th. We will deep-tine the greens to help break up a hard-pan layer five to six inches deep.

January 7, 2009

MEMORANDUM

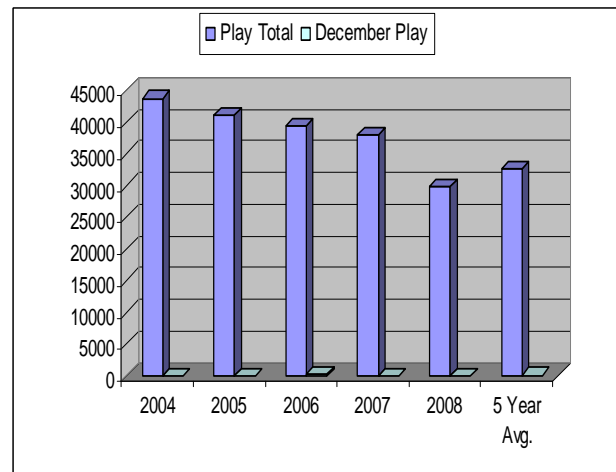
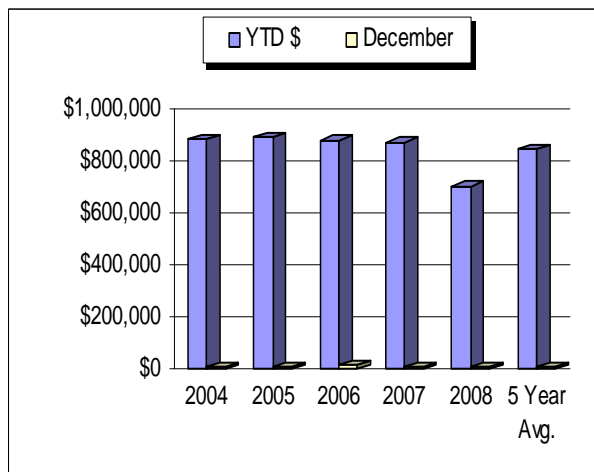
From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Subject: Staff Report

Operations

By holding the line on golf fees combined with the improvements we have made to the golf facility I am very optimistic about 2009.



No tournaments or outing activity this month

Other Activities

- We are currently working on year end reporting of merchandise inventory, food and beverage inventory, outstanding credit balances with vendors, and gift card balances in preparation for our annual audit.
- We have completed our NGF golfer survey program and I will report on the results in my next report.
- Now that the work has been completed on the golf course we will need to have the course re-rated for Course Handicap and Slope for 2009.

Chris Edmondson and I completed a recertification for **BASSET** - "Beverage Sellers & Servers Education and Training" through **PDRMA** - "Park District Risk Management Association. This also includes the **TIPS** program - "Training for Intervention Procedures" We received some very good material for improving our training of the serving staff, and I was able to include three acronyms in one bullet point of my report.

February 2, 2009

MEMORANDUM

From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Subject: Staff Report

Operations

Total revenue for January 2009 was \$1771.00 almost exactly on the five year average.

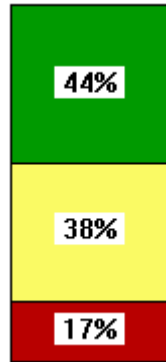
2005	2006	2007	2008	2009	5 Year Avg.
\$546	\$2,553	\$3,542	\$646	\$1,707	\$1,799

Other Activities




I have attached the Loyalty Index results from the NGF golfer survey. Overall the results were what we expected with the condition of the bunkers listed as the number one concern.

Lake of the Woods Golf Course

Loyalty Index Responses from 4/9/2008 thru 12/22/2008 (195 responses)



Loyalty Index: 27%
(Promoters minus detractors)

	 Promoters (9-10)	 Passives (7-8)	 Detractors (0-6)	Loyalty Index
Lake of the Woods Golf Course	44%	38%	17%	27%
Value Benchmark	42%	36%	21%	21%

March 9, 2009

MEMORANDUM

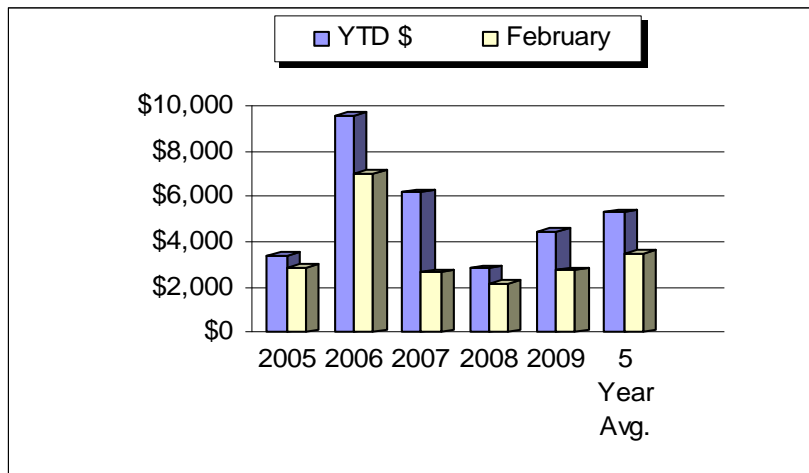
From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Subject: Staff Report

Operations

We had no play for February 2009. February revenue was right at the actual average factoring out the one year out of every 10 years or so we have some February play.



No tournaments or outing activity this month

Other Activities

- We are currently working on our new web site with 1-2-1 Marketing; we should change over early in April.
- We are receiving and displaying 2009 golf merchandise.
- We have added new display fixtures and removed some interior walls in the Pro Shop opening up the view across the room considerably.
- We are hiring and training seasonal employees for 2009.
- All of the new coolers and ice makers for the Snack Bar have been purchased and installation will be completed by

April 6, 2009

MEMORANDUM

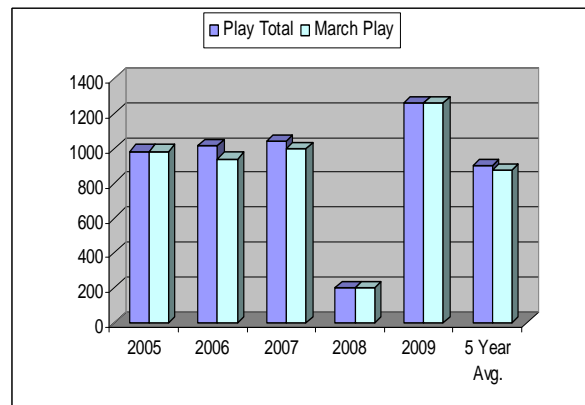
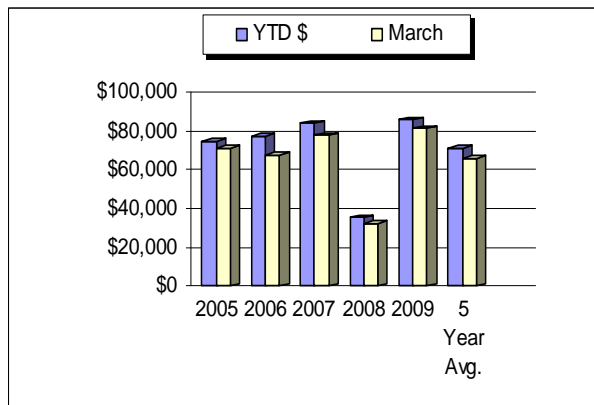
From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Subject: Staff Report

Operations

This March was the second best overall for revenue total since 1990. March play was also one of the best and as you can see from the graph considerably better than last year.



No tournaments or outing activity this month

Other Activities

- We are almost finished working on our new web site with 1-2-1 Marketing and we should change over sometime early this April.
- We have added some new marketing programs through our Fore! Reservations POS software in addition to the Birthday Club we have a "Come Back" coupon, this coupon prints right on the green fee receipt and we use it for a variety of incentives including same day discounts for specified merchandise to a discount on cart fee if the customer returns within a certain number of days. We also have a "Thank You" email that thanks a customer for their business after they play. The new "Defector" promotion emails the golfer if they have not booked a tee time or paid a green fee in 30 days after playing a round and offers a coupon to come back and play Lake of the Woods again if they still haven't played again after 60 days a second email makes a little better offer to get them back.

- We are still hiring and training seasonal employees for 2009.
- The new ice maker to be used for the Beverage Cart has been purchased and will be installed in the new cart shed this April.

May 10, 2009

MEMORANDUM

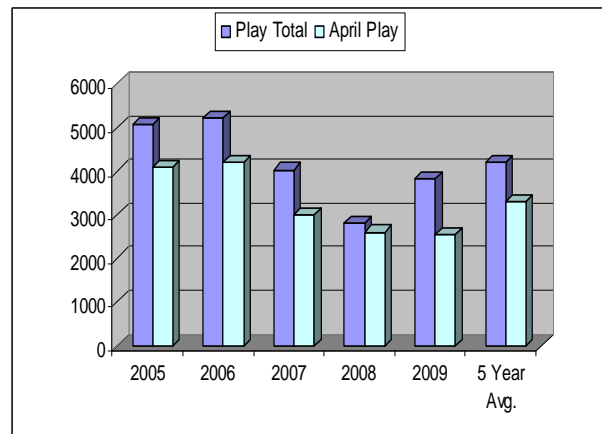
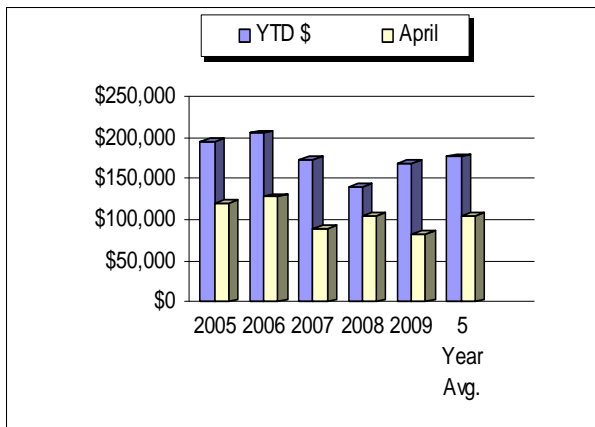
From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Subject: Staff Report

Operations

Revenue for this April was not as good as last April mainly due to season pass sales. Last year most of the season passes were purchased in April because the weather in March of 2008 was so poor. April play was actually almost the same with only 43 less players for the month.



Tournaments and Outings

Saturday / Sunday April 25th/26th Two Man Season Opener 88 Players

Other Activities

- The new web site with 1-2-1 Marketing is up and running.
- We have started a new adult lesson program included with the national “Play Golf America” promotion called “Get Golf Ready in 5 Days” we have a full roster of 12 golfers for the first series with two other double sessions scheduled.
- We are conducting ongoing training for seasonal employees.
- The new ice maker for the Beverage Cart has been installed in the cart shed.
- Our Men’s and Women’s golf Associations started the first week of May.

- Several students from U of I volunteered for credit in their RST 340 class.
- We installed new lighting and signage in the hallway leading to both locker rooms as well as new lighting fixtures in the Women’s locker.

June 8, 2009

MEMORANDUM

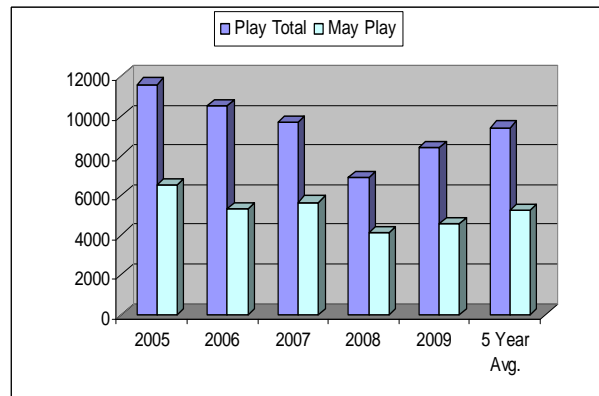
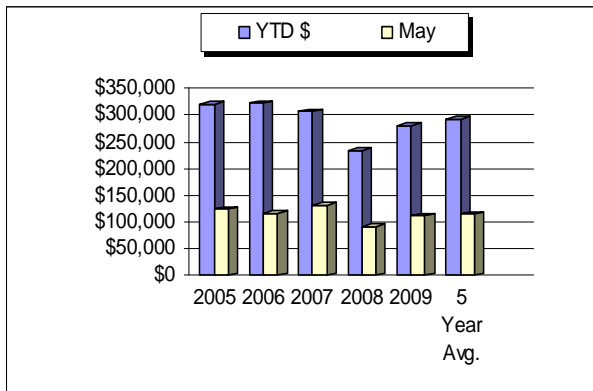
From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Subject: Staff Report

Operations

Revenue for this May exceeded last may by \$19,249. Play for the month of May 2009 was up over 2008 by 494 players. Both revenue and play were close to the 5 year average.



Tournaments and Outings

Monday May 11 th	CU Grass Hoppers	36 Players
Friday May 19 th	Mahomet Rotary Outing	68 Players
Tuesday June 2 nd	County Highway Department	96 Players

Other Activities

- We are starting the second series of adult group “Get Golf Ready in 5 Days” lessons we have a smaller group of 5 golfers for this series.
- The PGA promotes several events through the Play Golf America website as part of our initiative to “Grow the Game” This May was “Free Lesson Month” I posted sign up sheets and gave 15 free 10 minute lessons.

- The Golf Thursday radio show on WDWS Sports Talk with Steve Kelly went very well, I was able to mention some upcoming CCFPD events as well as remind everyone that all of the on course renovations have been completed.

We purchased two new golf club merchandise floor display units for the Pro Shop, we have moved some of the sets of irons currently displayed in golf bags into these units and I think the shop looks more professional and organized.

July 6, 2009

MEMORANDUM

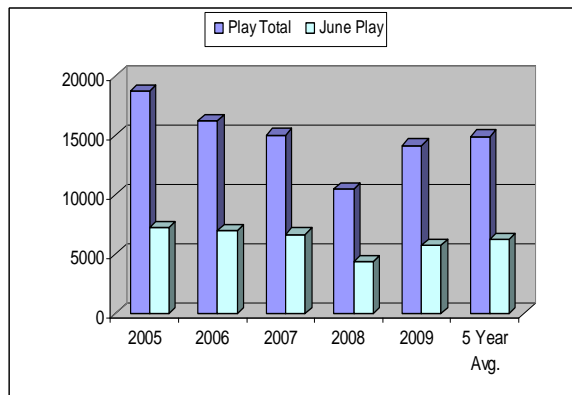
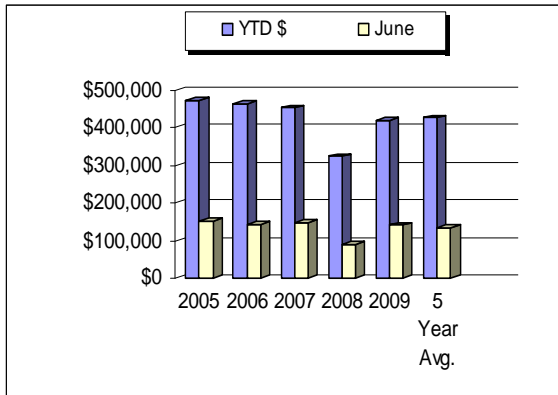
From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Subject: Staff Report

Operations

Revenue for this June exceeded last June by \$50,114. Play for June 2009 was up over 2008 by 1450 players. Revenue and play were considerably up over last year but very close to the 5 year average.



Tournaments and Outings

June 9 th	Carle EMS Outing	84 Players
June 12 th	Carpenters Local 44 Outing	296 Players
June 15 th	Prairie Center Health Systems Outing	69 Players
June 17 th	Slumberland Outing	31 Players
June 18 th	Parent Child Tournament	60 Players
June 19 th	Bulldog Open Outing	132 Players
June 24 th	Women's Round Robin	48 Players
June 25 th	Grasshoppers & Hartland Insurance Outing	29 & 84 Players

Other Activities

- The District Junior & Adult lessons for 2009 have been completed.
- We ran a new radio advertisement on WDWS during the US Open Golf tournament.
- I have completed most of the transferring files as well as setting up the peripheral hardware and installing our Point of sale software for the two new computers that were recently added to the pro shop network replacing two older CPU's.
- We have a colony of honey bees in the very top of the clubhouse along the clearstory windows. Dan Olson is talking to experts regarding relocation or other options.

August 10, 2009

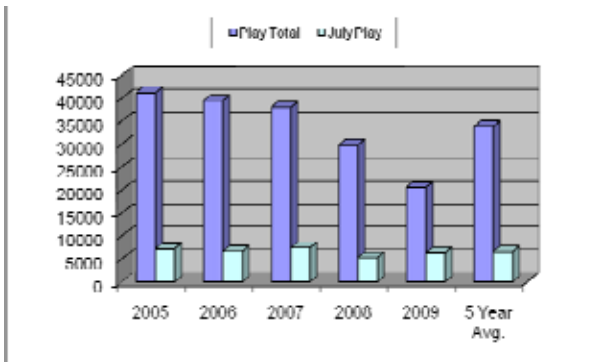
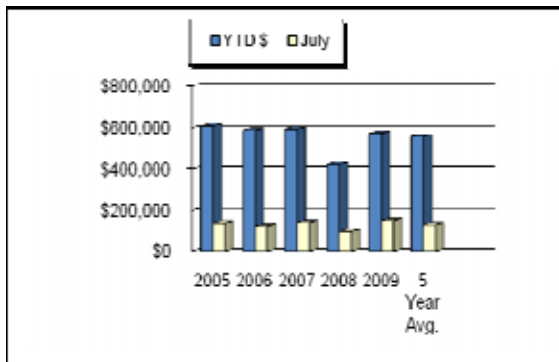
From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Subject: Staff Report

Operations

Revenue for July 2009 was one of the best ever, we exceeded last July by over \$50,000. Play for July 2009 was up over 2008 by 1069 players. As you know this July we had great weather, however last year we opened the new tees for the Naughtin Open August 8th and 9th so starting next month we will begin to see how much of the increase in play and revenue was due to the temporary tees and how much was just the great weather.



Tournaments and Outings

July 24 th	EIU Football Boosters Outing	72 Players
July 30 th	Lake of the Woods Junior Open	96 Players
August 1 st	Demo Day with Tour Edge Golf	30 Players
August 7 th	Brian Cook Charity Golf Scramble	60 Players
August 8 th & 9 th	Lake of the Woods Naughtin Open	90 Players
August 10 th	Rotary Corn Roast & Golf Outing	44 Players

Other Activities

- The District Junior Golf Camp July 10th -17th 2009 had 19 participants.
- This year David Sebestik is our new Assistant Golf Professional in the Pro Shop. David worked for us last year and has since graduated from SIU and is now is pursuing PGA membership. A big first step in the PGA of America's new Golf Professional Training Program is the Playing Ability Test. The PAT is a 36 hole event where potential golf professionals need to shoot a target score, usually around 155 strokes for 36 holes, or better before they can enter the program. Not only did David shoot better than the target score he tied for the low score of all 74 players with a 141 total! If you see David or talk to him on the phone take a minute to congratulate him on this accomplishment.

September 4, 2009

MEMORANDUM

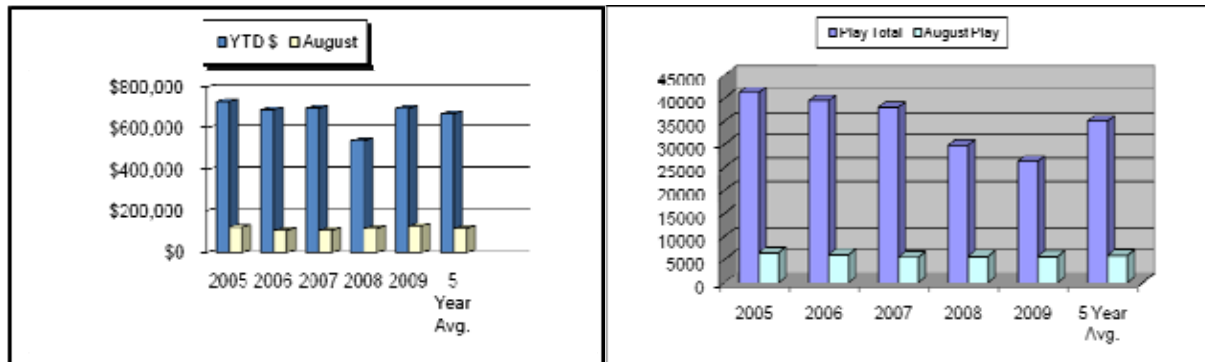
From: Dave Huber, Golf Professional/Manager

To: Board of Commissioners

Re: Lake of the Woods Golf Course Pro Shop Activity Report

Operations

August revenue exceeded our previous best August of 2001 by almost \$3,000 and \$12,000 ahead of last August. Play for August was only slightly up over last year on the 18-hole course and just under on the par 3 making the total player count almost exactly on both last year and the five-year average.



Tournaments and Outings

August 13 th	Champaign Rotary West Golf Outing	108 players
August 21 st	WICD Channel 15 Summer Golf Challenge	50 players
August 29 th	Vineyard Church Golf Outing	36 players
August 30 th	Hideaway of the Woods Scramble	48 players
September 3 rd	Champaign Association of Realtors	108 players

Other Activities

- The last series of the “Get Golf Ready in 5 Days” lessons started September 1st.
- As with most years, we are shifting pro shop work schedules around to accommodate the high school and college seasonals returning to school.
- I am working with our Point-of-Sale/Marketing supplier Fore! Reservations and John Baker on the personal credit information (PCI) compliance issue. We have patrons’ PCI in the form of credit card transactions as a normal course of business on a daily basis. New credit card security regulations for both our software and server will be implemented in the near future to keep us in compliance.

September 8, 2009

MEMORANDUM

From: Thomas M. Pike, Site Superintendent

To: Board of Commissioners

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

- Now that our department has lost our summer help, we are back to doing the regular things to keep the preserves running on a day-to-day basis.
- The new Possibility Pier has been placed out at the River Bend site, and I must say it is wonderful! It is quite an added attraction for that lake.
- During the August 27th storm, a huge tree fell across the road between the covered bridge and the golf course. It took all of the next day to remove it and get the road open again.
- Staff is continuing to mow.
- Crews placed culverts at the Sangamon River preserve, and rough-mowed all of the trails.
- Staff has changed the hours and the signs in the preserves to a 7:00 pm closing. The preserves are still open for standard rentals until 10:00 pm and to 11:00 pm for wedding receptions. The peninsula is open 24 hours a day for fishermen.
- 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.

September 4, 2009

MEMORANDUM

From: Matthew Kuntz, Site Superintendent

To: Board of Commissioners

Re: Middle Fork River Forest Preserve Activity Report

- The online campground reservation program continues to be a success. We are getting many reservations from online users throughout the country, and here at home.
- The painting has been finished on the Activity Center and Shower House buildings. It has really improved their look and feel. Staff is completing some finishing touches with new outdoor lighting fixtures.
- We had a very interesting crowd at the campground on the weekend of the Historic Farm Days event. I was fortunate to talk to a number of visitors and campers who had come from very far away and even brought their antique tractors in to take to the show.
- Budget preparations continue for the 2010 fiscal year, including capital equipment and projects.
- Staff has been working hard on getting ready for the Labor Day weekend. We have another booked weekend, and the weather is going to be great.
- I was asked to give a tour of Tomlinson Cemetery for Elizabeth Hanson, who is one of the original stewards of the cemetery prairie. It was a pleasure talking with her about the history of Tomlinson and all of the work she has done.
- Staff is preparing for this fall and Lincoln's Challenge volunteer hours. Two big priorities are bundling next year's firewood supply and moving our campsite markers to locations less likely to be run into by campers.
- I attended the Farm Progress Show held in Decatur this year. It's very interesting to see new technology and application systems used in farm and forestry fields.
- The remainder of the month has been spent doing routine maintenance in and around the preserve.

September 8, 2009

MEMORANDUM

From: Brian Taylor, Site Superintendent

To: Board of Commissioners

Re: Homer Lake Forest Preserve Activity Report

Illinois Department of Natural Resources delivered 2200 largemouth bass to stock the lake.

We borrowed Urbana Park District's stump grinder (pictured at right) to remove several stumps throughout the park.

The construction crew began removing the broken concrete at Walnut Hill Shelter. They also replaced the rotten wood along the bottom of the shelter. When completed, this will be a very nice improvement.



Main Street Fencing from Mahomet replaced the chain link fence on the spillway. The new fence (pictured at left) will be much safer, and it looks much better.