

June 9, 2015

MEMORANDUM

To: Board of Commissioners
From: Lisa Sprinkle, Marketing Coordinator
Re: June Staff Report

Executive Director (Dan Olson)

- The Forest Preserve Friends Foundation is extremely honored to be the community partner for the Outdoor at the Research Park Concerts by the Krannert Center for the Performing Arts on June 12 and July 17 (Please see Schedule of Upcoming Events for concert details). We have been asked to showcase the CCFPD and the Kickapoo Rail Trail. We will be taking donations for the trail during the concert and distributing general information. This is an incredible opportunity for us with hundreds of individuals in attendance. The Foundation's name and logo appears on published items including the Krannert Center for the Performing Arts website.
- Earlier this week, Governor Rauner announced that he does not intend to award the FY16 OSLAD Grants because of his impending budget battle with the General Assembly. These FY16 OSLAD grants are those that would be awarded at the beginning of 2016. At this time, we have decided not to write for any OSLAD grants.
- We still have not received word on if we should expect funding to be released for the three grants that were frozen several months ago. However, there was some good news in that the Illinois Department of Natural Resources contacted us to tour the museum exhibit to potentially close out that grant agreement.
- We give another big thank you to Peter Davis of Champaign Cycle and his staff for once again hosting an incredibly successful used bike sale with the proceeds going to the Kickapoo Rail Trail. This is the second used bike sale that have set up for the KRT. The one day sale netted almost \$6,200 for the KRT. Many staff, Board, and Foundation members were on hand to help with the day.
- Similarly, we owe several thank yous to staff as well as community members for the incredibly successful Bike Month efforts and programs around C-U. Champaign County Bikes worked with staff members to promote cycling, and raise funds for the KRT. Specially designed T-shirts were given with a minimum donation. Final numbers on the total amount raised will be presented at the board meeting as additional donations continue to come in. With Bike Month, Jeff Yockey and Charlie Smyth of Champaign County Bikes were featured at least twice on local news stations speaking about the KRT.
- I would like to thank Pat, Lisa, Mary and others for a job very well done for our Volunteer and Donor appreciation event. This was the first time we combined donors and volunteers into one event. We had approximately 50 in attendance with a great presentation by Rob Kanter.
- We owe another big thank you to Mr. Doug Ireland that got us set up with the Danville Dan's to promote the Kickapoo Rail Trail. The recognition included a table and give-a-ways at the game on Friday night, several announcements over the stadium public address system, signage, radio time, and other fun. Several staff members and their families were in attendance.
- I also attended the Urbana City Council meeting with Mary Ellen and Jonathan to present an update on the KRT. It was well received and will be replayed on the local broadcast station. I also attended the quarterly Metropolitan Intergovernmental Council Meeting.
- A new effort in Champaign Urbana is coming together. Several entities including CPD, UPD, CCFPD, Village of Savoy, City of Urbana, U of I, C-U MTD and others, met to form C-U Trails Group. This has come about because there is a need to organize all agencies that are managing trails into one collective group. As you may know, Regional Planning had a

similar Greenways and Trails group for several years. The G and T group has been slowly dissolving and any involvement by Regional Planning would have to be paid for. This is an effort to get more involvement and discussion without needing a budget to do so.

Deputy Director/Grants (Mary Ellen Wuellner)

- C-U Bike Month brought in more than \$10,000 for the Kickapoo Rail Trail. Participants in Bike to Work Day, Bike to School Day, Bike to the Market in Urbana, and other events received Bike Month t-shirts in exchange for donations to the rail trail. Thanks to Champaign County Bikes for organizing this highly successful month-long event.
- An application was submitted on June 12 to Vermilion Healthcare Foundation for a grant of \$50,000 over two years to benefit the Kickapoo Rail Trail project.
- In early June, Hannah Lake joined the CCFPD as an intern to help with donor development projects. A full-time UI student studying community health and health administration, Hannah will be assisting with event planning, donor stewardship, and other fundraising tasks.
- At the end of May, I attended the International Trails Symposium in Portland, Oregon. Sessions I attended included Federal Transportation Funds for Trails, Trails' Value to the Local Community, Public Engagement in the Master Planning Process, Preserving Sensitive Habitat and Trail Building, Protecting Your Trail and Agency from Liability, The ABC's of Trail Tourism, and Trail Accessibility Guidelines. The symposium was extremely valuable; I will be sharing my notes and new knowledge with the rest of staff.

Administration (John Baker)

- Received, reviewed, and recommended corrections to the preliminary audit from Sikich. Prepared Management Discussion and Analysis and signed off on final audit report. Provided additional District information to Sikich for filing the State Comptroller's audit report and related information.
- Received and presently reviewing final bill for District share of the Lake of the Woods Road Multipurpose Pathway and initial bill for SR 47 Multipurpose Pathway. Match costs are shared between the Village of Mahomet and CCFPD.
- Updated the Open Meetings Act (OMA) Compensation Report and requested its posting on the District Finances website along with past audits, financial ordinances and budgets already posted there.
- Contacted Champaign Telephone (CTC) to determine if they offer cable broadband in Mahomet. CTC had just partnered with another firm to begin providing this service in parts of Mahomet. CTC provided a quote for comparison to the MediaCom quote for this same service, but because of the CTC service point location the quote was not competitive.
- Received and reviewed MediaCom contract and currently working out differences in contract language with MediaCom.
- Began researching farm services contracts for updating District farm procedures and contract.
- Attended the Government Finance Officer's Annual Conference in Philadelphia from May 31 to June 3. See supplemental report on sessions attended.
- Applied and received liquor licenses from the State of Illinois and Champaign County. The licenses are valid from June 1, 2015 to May 31, 2016.

Human Resources (Jan Runion)

- Intern, Sarah Goldberg, from the U of I U-tern program began working and helping with HR projects.
- Reviewed and revised new hire PowerPoint Orientation.
- Along with Mary, Jan held two orientations for newly hired part-time and seasonal workers in late May and early June.
- Viewed two webinars on compensation plans and Taxability of Fringe Benefits.

Marketing (Lisa Sprinkle)

- Chambanamoms and the golf course partnered together for a Girls Night Out FootGolf outing on Thursday, June 4. Over 40 women came out to learn about and play FootGolf!
- The marketing department developed a beautiful 18-month calendar as a thank you to our volunteers and donors.
- Citizen's Advisory Committee is staffing a booth at the Urbana Farmers Market on the second Saturday of each month through October.

Natural Resources (Mike Daab)

- On June 7, Jake Pruiett led a tour of Middle Fork River Forest Preserve, primarily Point Pleasant and Patton Woods, as a part of the 2015 Annual Gathering of the Illinois Native Plant Society.
- Mike Daab attended the Illinois Invasive Species Awareness Month Symposium at the University of Illinois Extension Auditorium on May 28, which featured interesting speakers covering a wide range of invasive problems, including diseases, animals, and plants.
- We have moved on from garlic mustard management to tackle the many invasive plants that we manage throughout the spring and early summer, including reed canarygrass, bird's foot trefoil, wild parsnip, poison hemlock, teasel, Canada thistle, and others.
- Thank you to all the volunteers that came out for 2015's Great Garlic Mustard Hunt. We hosted five weed pulling events among CCFPD Preserves, and were able to pull several truck loads of plants.
- The Natural Resources Department planted several butternut, or white walnut, trees at River Bend. The butternut tree seedlings were donated to the District by Art Leenerman, of Mahomet, who grows them from seed as a hobby. Butternut trees have become increasingly rare due to a fungal disease. We thank Mr. Leenerman for his donation.
- We have been pleased to see oak seedlings emerging in areas where we have increased sunlight availability through invasive brush management. We have placed protective tubes over several of the young oaks to ensure their survival as we plan for the future of CCFPD woodlands.

Planning and Construction Department (Jon Hasselbring and Mike Fry)

- Illiana Construction Co. has completed road repair work at Middle Fork campgrounds. Work has been inspected and approved by Matt and Jon.
- RT 47 Construction continues. Work thus far on CCFPD property has consisted of tree and split-rail fence removal, culvert installation and compacted fill at entrance drives and bike paths. The RT 47 bike path crossing between the Botanical Gardens and Buffalo Trace has been temporarily closed to the public for safety.
- KRT Design Engineering by Fehr Graham is ongoing. Dan, Mary Ellen, and Jon attended May's Urbana City Council meeting; Dan and Mary Ellen presented a KRT update and invited participation in the upcoming Master Planning process.
- Jon attended a free training event hosted by the Illinois Office of Energy & Recycling. The event focused on 2015 updates to the Illinois Energy Conservation Code, related to the field inspection, design, and construction of residential and commercial structures in Illinois.

Lake of the Woods Golf Course (Dave Torrens and Dave Huber)

- This year we have about 70 kids registered for Junior Golf Camp. The 2nd session of “Get Golf Ready” was held from 6:00 – 7:30 PM on Tuesday, June 9.
- The Naughtin Open was held June 6-7 and had 50 players participate. Congratulations to Drew Vannoy for winning the 2015 Naughtin Open tournament. Drew defeated Corbin Sebens with a birdie on the first playoff hole for the victory. (see picture)



Museum and Education Department (Barb Garvey and Pam Leiter)

- The ME Department proposal to host the Smithsonian Institution Traveling Exhibit called *Water/Ways* has been approved. We will host the SITEs exhibit at MGP from July 16-August 28. Pam Leiter and Valerie Hall will be creating special exhibits at the MGP and the HLIC to tie the broader SITEs themes to our local community.
- Pam Leiter hosted the first ever 3-day spring survival workshop, Earth Living Skills at Middle Fork River Forest Preserve, taught by lead instructors from the Wild Nature Project (wildnatureproject.com). Participants learned basketry, moccasin-making, flint knapping and stone tools, long-term primitive cooking, fire making skills, making jerky and pemmican, and medicinal plant uses.
- Staff had a great first Take Me Fishing of the season! Chelsey Walsh runs this event, and Pam Leiter, Stacey Clementz and Christy Wallace helped. Fishing was good, and the fish were biting consistently; the child who caught the most fish caught 22!!
- The Memorial Parade is now officially a tradition at the campground, with face painting and bike decoration prior to an informal parade of campground residents. This was the 5th year for this event, which was the brainchild of longtime campground naturalist Christy Wallace.
- May Day and Archaeology Lectures at the MGP were well attended.
- Pam Leiter has volunteered to be a member of the new Master Naturalists as Leaders/Educators ad hoc committee.
- Barb Garvey has accepted a seat on the Abraham Lincoln National Heritage Area Steering Council.
- HLIC hosted a CPR/First Aid training for the M&E Department and other District departments.
- The MGP welcomes four unpaid interns from the University of Illinois: Alfred Wallace and Katherine Cawley from the Graduate School of Library and Information Science, Ekaterina Morozova, working on a Master’s in Statistics and Amanda Lane, undergraduate in Anthropology.

Lake of the Woods, River Bend, Sangamon River and Botanical Gardens (Doug Sanders)

- The boathouse opened at LOW over the Memorial Day weekend. The three day weekend consisted of sunny to overcast skies, temperature ranging in the low 80s, with wind gusts of 30-40 mph. Boat rentals were average compared to the past couple of years.
- Septic system repairs at the Hawthorn Hill restroom have been completed and the facility is open and fully operational.



Homer Lake (Brian Taylor)

- Brian & Roy attended CPR training and were recertified.

- The patio at the residence was completed by the construction crew and Homer Lake staff. The stamped concrete and stone sitting walls turned out great! (See picture)

Middle Fork River (Matt Kuntz)

- The campground had another successful Memorial Day Weekend this year. The campground naturalist received great attendance at her programs and the weather was perfect. Unfortunately, we had to turn away more than thirty campers due to being fully booked.
- The road repair project inside the campground was completed the week after Memorial Day, and thanks to Jon Hasselbring for impeccable coordination, which made the project completion quite smooth. (See picture)
- We have wrapped up this spring's Lincoln's Challenge volunteer schedule. The cadets were valuable in helping us gravel campsites, litter pick-up, and other jobs we would never be able to complete. The total volunteer hours for this spring comes to 785 hours.
- On Sunday evening, June 7 we received over three inches of rain at Middle Fork. As a result, an underground electrical main was punctured near the Activity Center causing a power outage. The power company was contacted immediately and power was restored by Monday morning.
- As the Board requested, we are putting together a Return on Investment report for firewood purchasing. It will be included in July's Board Packet.



Volunteers (Pat Simpson)

- Mahomet Boy Scout Troop 25 cleaned up the area surrounding the perimeter of Lake of the Woods on May 2.
- A Natural Playscape cleanup day was held May 3. In addition to trimming bushes, weeding and raking leaves, the group did an intensive cleanup of the area set aside for the Monarch Waystation. Some milkweed seed was planted.
- Volunteers were recruited for the Annual Migration Fest on May 16 and for the first Take Me Fishing on May 23 at Middle Fork. The Volunteer Coordinator personally attended Migration Fest and worked as an additional volunteer.
- With the combined effort of Mary Ellen Wuellner, Lisa Sprinkle, Mary Beck and the myself, the Volunteer/Donor appreciation event was a success. Close to 50 people attend and enjoyed food from Town and Country, drinks from Homer Soda and a presentation by Rob Kanter.
- Pam Leiter and I attended a meeting on May 12 of the Master Naturalists' ad hoc committee on educators and leadership. Essentially a number of Master Naturalists are interested in increasing the number of opportunities to take leadership roles as educators and natural area stewards in the Campaign.
- A sign up calendar was created for volunteers to help staff an informational table in cooperation with Champaign County Cycles. The table will be set up on the last Saturday of the month during the Urbana Farmers Market season. In addition to distributing general information on cycling in the county, volunteers recruited by CCFPD will help to inform the public about the Kickapoo Rail Trail, its history, construction progress, and related fundraising events.

