



1996 S. Kirk Rd. Suite 320  
Geneva, IL 60134

# Forest Preserve District Executive Committee Meeting Minutes

President Christopher Kious, President Pro Tem Mavis Bates, Treasurer Bill Lenert,  
Secretary Myrna Molina, Dale Berman, Michael Kenyon, Anita Lewis, Jarett Sanchez, Cheryl  
Strathmann, Vern Tepe

**Thursday, August 3, 2023**

**8:30 AM**

**3rd Floor Board Room**

## **I. Call to Order**

The Forest Preserve District Executive Committee meeting was held Thursday, August 3, 2023. President Kious called the meeting to order at 8:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134.

<b>PRESENT</b>	President Forest Preserve District Chris Kious Secretary Forest Preserve District Myrna Molina Commissioner Dale Berman Commissioner Anita Lewis Commissioner Michael Kenyon Commissioner Cheryl Strathmann Commissioner Vern Tepe Commissioner Jarett Sanchez
<b>ABSENT</b>	Commissioner Mavis Bates

**Also Present:** Commissioners Allan (Remote), Juby (Remote), Roth; Exec. Dir. Haberthur; Chief of Plan. & Land Mgmt. Rooks-Lopez & staff Tegge; Dir. of NRM Chess; Finance staff Carrano, Marano; Ops. Dir. Pentecost; Dir. of Comm. Affairs Metanchuk & Intern Thiem; HR Dir. Clough; Chief of Police & Dir. of Public Safety Burger; Exec. Assist. Figliozzi & staff Rafferty and Attorney Hodge.

## **II. Approval of Minutes from July 6, 2023**

<b>RESULT:</b>	<b>APPROVED BY UNANIMOUS CONSENT</b>
<b>MOVER:</b>	Michael Kenyon
<b>AYE:</b>	Dale Berman, Mike Kenyon, Anita Lewis, Myrna Molina, Jarett Sanchez, Cheryl Strathmann and Vern Tepe
<b>ABSENT</b>	Mavis Bates

## **III. Public Comment (Each Speaker is limited to three minutes)**

*None.*

## **IV. Presentation and Approval of Bills and Commissioners' Per Diem from July 2023**

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLL CALL VOTE</b>
<b>TO:</b>	Forest Preserve District Commission
<b>MOVER:</b>	Dale Berman
<b>SECONDER:</b>	Cheryl Strathmann
<b>AYE:</b>	Dale Berman, Mike Kenyon, Anita Lewis, Myrna Molina, Jarett Sanchez,

Cherryl Strathmann and Vern Tepe  
Mavis Bates

**ABSENT**

**V. Finance and Administration**

**A. Resolution Authorizing a Bid for the Purchase of a Forestry Mower for the Natural Resource Management Department**

*NRM Dir. Chess presented the bid for the purchase of a forestry mower, noting the importance and shared pictures of the mower.* The District currently owns two FECON Bull Hog mowers with the older one purchased in 2004 for \$26,500. These machines allow a single operator to clear invasive brush and small trees much more efficiently than a crew of sawyers. As such, the forestry mowers are responsible for the vast majority of staff clearing efforts over the past fifteen years. Historically, each piece of equipment runs for about 200 hours a year. During this time, dozens of acres are cleared of invasive brush. This job is incredibly hard on the attachment, as well as the skid steer, with the attachment bashing against rocks, stumps, logs, and trees regularly. All of that abuse takes a toll on the lifespan of the equipment. Recent inspections of the 2004 Bull Hog have revealed several critical maintenance issues that threaten the utility of this equipment. Both brackets on the underside where the skid steer locks on are cracked and peeling away from the rest of the machine. Failure in one of those would be catastrophic as well as incredibly dangerous for the operator and any staff or public that may be nearby. Both skid plates on the bottom are also worn through, indicating that the equipment has reached the end of its useful life. Bids were sought from 8 vendors for a FECON Bull Hog forestry mower model BH74SS. The lowest qualified bid was received from Roeder Implement, Inc. of Dubuque, Iowa for \$39,900.

**DISCUSSION:** None.

**RESULT:** **MOVED FORWARD BY ROLL CALL VOTE**  
**TO:** Forest Preserve District Commission  
**MOVER:** Michael Kenyon  
**SECONDER:** Jarett Sanchez  
**AYE:** Myrna Molina, Dale Berman, Anita Lewis, Michael Kenyon, Cherryl Strathmann, Vern Tepe, and Jarett Sanchez  
**ABSENT:** Mavis Bates

**B. Resolution Authorizing the Acceptance of a ComEd Green Region Program Grant for Revitalizing Oak Savanna at Big Rock Forest Preserve**

*NRM Dir. Chess presented the ComEd Green Regional Grant that was awarded to the District noting that the funds for the project would be allocated to the next fiscal year budget.* For over ten years, the ComEd Green Region Grant program has awarded grants of up to \$10,000 for conservation projects based in Northern Illinois. This grant is administered by Openlands and is open to units of local government to apply. Special focus in the 2023 grant program was given to projects that both recognize the importance to conserving pollinators, as well as increasing climate resiliency. In March of 2023, Forest Preserve District of Kane County staff submitted an application to the ComEd Green Region Grant program for the Revitalizing Oak Savanna at Big Rock F.P. project. This project involves the removal of woody and herbaceous invasive species from a 17 acre degraded oak savanna and follows up that process with an enrichment seed mix focused on increasing pollinator friendly wildflowers. To complete this project, the District proposed using the \$10,000 in grant funds and \$9,000 in matching District funds to purchase the seed mix. An additional \$3,000 in matching funds would be used to aid in the invasive species removal for a total project cost of \$22,000. The District was notified in July of 2023 that the Revitalizing Oak Savanna at Big Rock F.P. project had been approved and would be receiving the full \$10,000 grant requested. This approval came complete with a check for the full grant amount up front. As a part of the grant acceptance procedure, a Board resolution accepting the grant funds is required.

**DISCUSSION:** None.

**RESULT:** **MOVED FORWARD BY ROLL CALL VOTE**  
**TO:** Forest Preserve District Commission  
**MOVER:** Cherryl Strathmann  
**SECONDER:** Dale Berman  
**AYE:** Myrna Molina, Dale Berman, Anita Lewis, Michael Kenyon, Cherryl Strathmann, Vern Tepe, and Jarett Sanchez  
**ABSENT:** Mavis Bates

**C. Resolution Approving a Request to Submit an IDNR Open Space Land Acquisition and Development (OSLAD) Grant Application for the Development of Rutland Forest Preserve**

*Landscape Architect Tegge presented the application request for an OSLAD grant for a development project at Rutland Forest Preserve. Tegge noted that the project funding would be allocated to the 24/25 fiscal year budget. The Rutland Bog is unique to Kane County. Rutland Forest Preserve is a 294-acre preserve in Hampshire. In 2020, the District was awarded a Land Water Conservation Fund (LWCF) grant of \$750,000 to assist with the purchase of 172 acres including the Rutland Bog. As a condition of the grant, the District needs to begin implementation of the site plan and incorporate the farm areas for Rutland Forest Preserve. The project includes new and improved roadway and parking areas, agriculture-to-prairie natural area conversions, improved shelters and fishing access. The grant will reimburse the District 50% of the construction costs up to a \$400,000 match. The maximum project amount request would be \$800,000 at this time to maximize the grant.*

**DISCUSSION:** *Commissioner Strathmann asked about the probability of receiving the award. Landscape Architect Tegge responded that yes, the District received high remarks for this property due to the bog. As a stipulation to the LWCF the IDNR required improvements. Exec. Dir. Haberthur noted that IDNR representatives toured the property for the land acquisition request. This area has a number of endangered species that need protecting and that is what the IDNR wants to see.*

**RESULT:** **MOVED FORWARD BY ROLL CALL VOTE**  
**TO:** Forest Preserve District Commission  
**MOVER:** Michael Kenyon  
**SECONDER:** Jarett Sanchez  
**AYE:** Myrna Molina, Dale Berman, Anita Lewis, Michael Kenyon, Cherryl Strathmann, Vern Tepe, and Jarett Sanchez  
**ABSENT:** Mavis Bates

**VI. Planning & Utilization**

**A. Resolution Approving a Bid for Common Reed Control for Five (5) Forest Preserves**

*NRM Dir. Chess presented the bid for the common reed control in five different preserves. He noted reasons why the District received three bids out of 35 vendors is due to the availability to access the amphibious equipment needed for the project. The non-native, invasive plant Common Reed (Phragmites australis) is a tall (up to 15') perennial grass that infests many District wetlands. It produces some viable seed on the highly visible plumes it produces in late summer, but primarily propagates through lateral shoots called rhizomes. This vigorously growing plant quickly forms monotypic stands of itself, at the exclusion of native fauna. Its dense growth habit minimizes its utility to native wetland fauna; ducks cannot swim through mature stands, and its stalks are too weak to support the nests of native wetland songbirds.*

Contractors were sought to bid on summer/fall 2023 control projects of multiple, separate infestations of Common Reed, across five different preserves. Funds totaling \$140,000 were budgeted in this fiscal year for weed management. Sufficient funds totaling \$140,000 are available in Natural Resources Weed Management Account for projects 1, 2, 3, and 4 totaling \$52,484. Funds totaling \$448,000 have been allocated to the Pingree Grove Wetland Bird Habitat Enhancements project. Sufficient funds totaling \$69,580.07 are available for project 5 at a total cost of \$15,100. The bid was sent to 35 vendors and publicly advertised, with three responding. The low response rate is attributed to the need for specialized amphibious equipment (i.e. Marshmaster) to make work at this scale cost-effective.

**DISCUSSION:** None.

**RESULT:** **MOVED FORWARD BY ROLL CALL VOTE**  
**TO:** Forest Preserve District Commission  
**MOVER:** Dale Berman  
**SECONDER:** Cherryl Strathmann  
**AYE:** Myrna Molina, Dale Berman, Anita Lewis, Michael Kenyon, Cherryl Strathmann, Vern Tepe, and Jarett Sanchez  
**ABSENT:** Mavis Bates

**B. Resolution Approving a Bid for Natural Areas Vegetation Management at Settler’s Hill Golf Course**

*NRM Dir. Chess presented the bid for vegetation management of the natural areas at the Settler's Hill Golf Course. He noted that the lowest bid was awarded to Davey Resource group, the company that was awarded for the first part of the project. Staff was pleased with their previous work. The company is familiar with the layout, which will benefit the District. Settler’s Hill Golf Course (224 acres) is located within Batavia Township, and is one of two golf courses owned by the District. In 2021, work began on updating select roughs, fairways, greens, tee boxes, bunkers, cart paths, and fixing drainage issues. Bids were sought from qualified firms for one year of management and naturalization of terrestrial vegetation within the non-playing grounds of Settler’s Hill Golf Course (approximately 100 acres). The second year of work will be conducted from September 2023 until June 30, 2024. The primary goal of this work will be to control invasive and non-native herbaceous species as well as invasive woody brush in the woodland areas and along the trail edges. Species to be controlled will include but not be limited to teasel (Dipsacus laciniatus), common reed (Phragmites australis), and bush honeysuckle (Lonicera spp.). The bid was distributed to 35 vendors, with 2 responding. The qualified, lowest bid was received from Davey Resource Group, Inc. of Elmhurst, Illinois, in the amount of \$83,780. Our Natural Resource Management department will conduct contractor oversight.*

**DISCUSSION:** None.

**RESULT:** **MOVED FORWARD BY ROLL CALL VOTE**  
**TO:** Forest Preserve District Commission  
**MOVER:** Michael Kenyon  
**SECONDER:** Dale Berman  
**AYE:** Myrna Molina, Dale Berman, Anita Lewis, Michael Kenyon, Cherryl Strathmann, Vern Tepe, and Jarett Sanchez  
**ABSENT:** Mavis Bates

**C. Resolution Approving a Contract with Smith Group, for Professional Services to Develop a Ten (10) Year Comprehensive Master Plan for the Forest Preserve District, Kane County**

*Chief of Planning and Land Mgmt. Rooks-Lopez presented the contract with Smith Group for the development of a 10-year Master Plan. She noted that the detail presentation was well*

*received by staff.* The Forest Preserve District of Kane County's last full master plan was coordinated in-house in 2015. Subsequently partial updates were conducted in 2018, 2020 and 2022. Since we have acquired an additional 3,000 + acres and best management practices to initiate full master plan review every five to ten years. The creation of a fresh Comprehensive Master Plan for Calendar Year 2024 was approved in the current FY24 budget. The new Comprehensive Plan will include an implementation strategy that will outline short, medium, and long-term goals and the action steps associated with implementing these goals during the span of the plan's time period, inclusive of performance measures for tracking the progress to the District's goals. The Plan will be the foundation for planning land-use, capital improvements, climate mitigation and overall District resiliency. The temporal scope of this plan will cover the next ten years with a target horizon of 2034/35. A Request for Qualification process was conducted to locate an appropriate consultant for these scopes of services. Twenty (20) vendors were contacted with Smith Group Inc. of Chicago, IL being the sole respondent. A thorough interview was conducted with Smith Group Inc. of Chicago, Illinois and staff are confident in their knowledge, skills and abilities as presented. Funds totaling \$200,000.00 were budgeted in the 2023/24 fiscal year for the development of a 10-year Comprehensive Master Plan.

**DISCUSSION:** *Chief of Planning Rooks-Lopez noted that Smith Group developed Elgin's 2011 Master Plan and the 2022 Master plan update. Smith Group provided examples of a variety of projects including municipal, park and recreation, and conservation districts. The broad range of experience was one of the reasons why staff felt confident with this group.*

**RESULT:** **MOVED FORWARD BY ROLL CALL VOTE**  
**TO:** Forest Preserve District Commission  
**MOVER:** Cheryl Strathmann  
**SECONDER:** Jarett Sanchez  
**AYE:** Myrna Molina, Dale Berman, Anita Lewis, Michael Kenyon, Cheryl Strathmann, Vern Tepe, and Jarett Sanchez  
**ABSENT:** Mavis Bates

**VII. New or Unfinished Business**

*None.*

**VIII. Closed Session to Discuss Land Acquisition, License Agreements, Potential Litigation and Personnel**

*None.*

**IX. Communications**

*Community Affairs Dir. Metanchuk presented various updates on the summer camps and programs that were held in the past month. She provided information on the Mushroom Monitoring Program, noting that this year there are 22 volunteer monitors for 20 preserves. Dir. Metanchuk presented pictures from National Night Out. District Public Safety and volunteers attended the Kane County Judicial Center, Village of Campton Hills, and South Elgin. There were an estimated 1,500 – 2,000 people at the event.*

**X. President's Comments**

*President Kious reported that the National Night Out event was well attended. He thanked all staff and volunteers that stayed until the end of the event. President Kious promoted the Senior Stroll event today at Blackberry Maples Forest Preserve at 10AM.*

**XI. Financial Reports**

*Reports A-C were moved together*

- A. Bond Investment Analysis Report through June 2023
- B. Cash & Investment Report through June 2023
- C. Income Statement through June 2023

**RESULT:**           **APPROVED BY ROLL CALL VOTE**  
**MOVER:**            Jarett Sanchez  
**SECONDER:**       Dale Berman  
**AYE:**              Myrna Molina, Dale Berman, Anita Lewis, Michael Kenyon, Cherryl  
                          Strathmann, Vern Tepe, and Jarett Sanchez  
**ABSENT:**          Mavis Bates

**XII. Adjournment**

*The meeting adjourned at 9:03 AM.*

**RESULT:**           **APPROVED BY VOICE VOTE**  
**MOVER:**            Michael Kenyon  
**SECONDER:**       Dale Berman  
**AYE:**              Myrna Molina, Dale Berman, Anita Lewis, Michael Kenyon, Cherryl  
                          Strathmann, Vern Tepe, and Jarett Sanchez  
**ABSENT:**          Mavis Bates

Chris Kious, Chairman  
Forest Preserve District Executive Committee  
Forest Preserve District of Kane County

Respectfully Submitted,

*Gabriella Figliozzi*

Gabriella Figliozzi  
Recording Secretary