



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, March 7, 2024**

**8:30 AM**

**3rd Floor Board Room**

## **I. Call to Order**

The Forest Preserve District Executive Committee meeting was held Thursday, March 7, 2024. 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.

**PRESENT**            President Forest Preserve District Chris Kious  
                         Secretary Forest Preserve District Myrna Molina  
                         Commissioner Dale Berman (Arrived in person at 8:35 AM)  
                         Commissioner Anita Lewis  
                         Commissioner Mavis Bates  
                         Commissioner Michael Kenyon  
                         Commissioner Cheryl Strathmann  
                         Commissioner Vern Tepe  
                         Commissioner Jarett Sanchez

**Also Present:** Commissioners Allan (Remote), Juby (Remote), Roth; Exec. Dir. Haberthur; Chief of Planning & Land Mgmt. Rooks-Lopez; CFO Petschke & staff Carrano, Marano; Dir. of Comm. Affairs Metanchuk; HR staff Misner; Chief of Police & Dir. of Public Safety Burger; Exec. Assist. Figliozzi & staff Rafferty and Attorney Hodge.

## **II. Approval of Minutes from February 8, 2024**

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

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

*None.*

## **IV. Presentation and Approval of Bills and Commissioners' Per Diem from February 2024**

**RESULT:**            **MOVED FORWARD BY VOICE VOTE**  
**TO:**                    Forest Preserve District Commission  
**MOVER:**            Mike Kenyon  
**SECONDER:**        Cheryl Strathmann  
**AYE:**                Myrna Molina, Anita Lewis, Mavis Bates, Michael Kenyon, Cheryl

**ABSENT:** Strathmann, Vern Tepe, and Jarett Sanchez  
Dale Berman

**V. Finance and Administration**

**TMP- 24-1978** Resolution Approving the Commissioner's Expenses Attending the 2024 IPRA/IAPD Annual Conference in Chicago, IL (*Commissioner Berman arrived in person at 8:35 AM*)

*Exec. Dir. Haberthur provided highlights of the conference, noting seminars and lectures for continuing education is provided for employees as well as Commissioners. He also discussed legislation, and items that lobbyists are working on for Forest Preserve and Park Districts.*

*President Kious commented on the seminars for Commissioners and topics specific to Forest Preserve Districts. ED Haberthur commented that the District will receive a demo adaptive wheelchair in the spring, this model has been designed for better ADA accessibility for trails.*

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

**VI. Planning & Utilization**

**TMP-24-1960** Resolution Approving a Request to Submit an IDNR Recreational Trails Program Grant Application for the Development and Improvement of the Limestone Trails at Fitchie Creek Forest Preserve

*Chief of Planning and Land Mgmt. Rooks-Lopez presented a request to submit a grant application. Constructed in 2008 with the assistance of an Open space Land Acquisition and Development Grant (OSLAD) grant, Fitchie Creek Forest Preserve is a popular preserve for hiking and horseback riding. The limestone and asphalt trails meander through woodlands, prairie, and wetlands along Fitchie Creek. Due to the topography, wetlands, and active creek areas, sections of the limestone trail experience significant wash out during heavy rains. This project if awarded, will design and install drainage solutions for problem areas as well as restore sections of the limestone trail. This project is estimated to cost \$300,000 and the RTP grant will reimburse the District a maximum of \$200,000 for the project costs. This project aligns with one of the grant's eligibility factors; Trail maintenance or restoration, including trail damage by unauthorized users. Staff recommends the approval of the application submission.*

**DISCUSSION:** *None.*

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

**TMP-24-2002** Authorization to Apply for and Enter Into Grant Agreements

*Exec. Dir. Haberthur presented the request to apply for grants resolution. He noted that many times grant opportunities open with a short window for submission. In order to not miss any opportunity due to the length of a committee cycle, this authorization would allow selected staff to have authorization to receive monies for the grant. The District has a long history of successfully leveraging capital funds as match for large state and federal grant programs. This practice has allowed us to install more miles of trail, create more acres of habitat, and build*

more interactive nature exhibits than we could have managed without the assistance of these programs. However, application opportunities are often posted in short windows and require quick turnaround for full project consideration. Additionally, most applications are not considered complete without a board resolution from the applying organization. These short postings and quick turnarounds often do not sync with the District's commission cycle. This results in either missed opportunities or the need for retroactive ratification by the board after a grant's deadline has passed.

In order to ensure future grant deadlines are not missed, and to minimize the amount of ratification asked of the board, broader authorization is being sought for senior District staff to apply for any grant (private, state, federal or other) that will help offset the cost of any upcoming capital project. These projects are enumerated in the 2024 Update to the Comprehensive Master Plan.

**DISCUSSION:** *Exec. Dir. Haberthur answered questions from the Committee, including the amount that different grants match project totals, such as an 80% reimbursement and in some cases a 100% reimbursement of the project total. Commissioner Allan asked if the District could broaden the resolution, in the case a grant would be available for a project that is not on the current Master Plan. An example provided was upgrading lighting through a clean energy grant. ED Haberthur responded that yes, this would be an annual resolution and language could be modified to include broader project opportunities.*

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

## VII. New or Unfinished Business

**TMP-24-2009** 2024 Update to the 2015 Comprehensive Master Plan  
*Exec. Dir. Haberthur presented the update to the 2015 Master Plan. He indicated that the District was undergoing a new Master Plan and this would be the last update to this document. Commissioner Lewis asked about the Bison project. ED Haberthur explained that the vendor who was awarded the bid for the fence construction has not been able to move forward, the District is in the process of sending the project out to re-bid. ED Haberthur mentioned he has been in communication with the Trickster Cultural Center, hopeful to have a collaborative project.*

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

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

*None.*

## IX. Communications

*Community Affairs Metanchuk presented an update and shared pictures of the Maple Sugaring Event. She thanked the many volunteers and staff who helped run the event. The Earth Day Tree Planting Celebration event will be held Saturday, April 20<sup>th</sup> at Elburn Forest Preserve at*

9AM. Commissioner Lewis asked about the Plant Sale. Dir. Metanchuk provided information including the link on the District's website to the Foundation where plants can be purchased online and/or donations through sponsorship. Commissioner Bates talked about an event called Aurora Fest June 8<sup>th</sup>. District staff plan to attend.

**X. President's Comments**

President Kious thanked all the volunteers and safety department that are involved with the events. Commissioner Kenyon provided a brief update on the Foundation's Golf outing that will be held over the summer.

**XI. Financial Reports**

*Reports A-C were moved together*

- A. Bond Investment Analysis Report through January 2024
- B. Cash & Investment Report through January 2024
- C. Income Statement through January 2024

**XII. Adjournment**

*The meeting adjourned at 9:02AM*

**RESULT: APPROVED BY VOICE VOTE**

**MOVER:** Michael Kenyon

**SECONDER:** Dale Berman

**AYE:** Myrna Molina, Dale Berman, Anita Lewis, Mavis Bates, Michael Kenyon, Cheryl Strathmann, Vern Tepe, and Jarett Sanchez

Christopher Kious, President  
Forest Preserve District Executive Committee  
Forest Preserve District of Kane County

Respectfully Submitted,

*Gabriella Figliozzi*

Gabriella Figliozzi  
Recording Secretary