



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

Forest Preserve District Executive Committee Meeting Minutes

President Bill Lenert, Michelle Gumz, Jon Gripe, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth,
Cherryl Strathmann, Rick Williams

Thursday, February 6, 2025

8:30 AM

3rd Floor Board Room

I. Call To Order

The Forest Preserve District Executive Committee meeting was held Thursday, February 6, 2025. President Lenert called the meeting to order at 8:33 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134.

Remote Attendance Approval

Commissioners Iqbal, Gumz, Strathmann

PRESENT President Forest Preserve District Bill Lenert
Commissioner Jon Gripe
Commissioner Michelle Gumz (Remote)
Commissioner Mo Iqbal (Remote)
Commissioner Leslie Juby
Commissioner Anita Lewis
Commissioner Bill Roth
Commissioner Cherryl Strathmann (Remote)
Commissioner Rick Williams

ABSENT: None.

Also Present: Commissioners Allan (Remote), Bates (Remote), Kious (Remote), Penesis (Remote); Exec. Dir. Haberthur; Dir. of Planning & Land Protection Rooks-Lopez, staff Tegge; Dir. of Finance Petschke & staff Carrano, Marano; Dir. of Comm. Engagement Metanchuk & staff Kovach; HR Dir. Clough & staff Misner; NRM Dir. Chess; Dir. of Ops. Jensen; Chief of Police Burger; Exec. Assist. Figliozzi & staff Rafferty; Attorney Hodge and members of the public.

II. Approval of Minutes from January 9th, 2025

RESULT: APPROVED BY UNANIMOUS CONSENT

MOVER: Bill Roth

AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cherryl Strathmann, Rick Williams

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

None.

IV. Presentation and Approval of Bills and Commissioners' Per Diem from January 2025

DISCUSSION: President Lenert remarked that this per diem statement included the Commissioners that attended the Full Commission meeting.

RESULT: MOVED FORWARD BY ROLL CALL VOTE

TO: Forest Preserve District Commission

MOVER: Rick Williams

SECONDER: Leslie Juby

AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cherryl Strathmann, Rick Williams

V. Finance and Administration

TMP-25-130 Ordinance Amending Ordinance No. FP-O-24-05-0603, Entitled “Ordinance for the Annual Budget Appropriation Fiscal Year 2024-2025”
Dir. of Finance Petschke presented the amendment to the annual budget appropriation to fiscal year 2024-2025. The Forest Preserve District of Kane County (District) board approved an Ordinance authorizing the Annual Budget Appropriation for the fiscal year 2024-2025 on May 14, 2024. Since that time, the District issued a request for proposal (RFP) for golf management services and selected LGM’s golf management proposal. An amendment of the Annual Budget Appropriation Ordinance is necessary because the management proposal, unlike the prior cash lease, shows all revenues and expenditures for the management of the courses on the District’s financial statements. This information was not known when the Annual Budget Appropriation was approved for fiscal year 2024-2025. In order to comply with State Statute a Governmental Audit Standards Board (GASB) standards it is necessary to amend the budget to authorize the additional revenue & expenses necessary to operate the courses in the current fiscal year’s budget.

Finance staff worked with the District’s Corporate Counsel and the District’s Audit Firm to review the Amendment to the Annual Budget Appropriation Ordinance for Fiscal Year 24-25. The amendment as presented will ensure compliance with State Statute, compliance with GASB standards and compliance with the District’s Fund Balance policy. It will also allow the District to remain eligible for the Government Finance Officers Association’s Certificate of Achievement for Excellence in Financial Reporting. In the future, LGM will present a fiscal year budget on February 1st of each year for the golf activity that will be incorporated into the District’s annual budget process and presented to the Board for approval in May of each year. The amendment to the Annual Budget Appropriation Ordinance will authorize:

- An increase to the budget across various general ledger revenue accounts illustrated in exhibit A in the amount of \$1,334,754.01.
- An increase to the budget across various general ledger expense accounts as illustrated in exhibit A in the amount of \$1,456,849.93

DISCUSSION: *Commissioner Gripe asked about LGM’s projected budget. Dir. Petschke responded that LGM submitted their budget February 1, 2025, this will be included in the District’s regular annual budget process. The projected profit is approximately \$70,000 for the first fiscal year. Commissioner Williams asked how the transition with staff has been going at the Golf Courses. Exec. Dir. Haberthur responded that it has been going well, noting some growing pains with the changes of management duties and assignments. This included IT. The District has a contract with Kane County for IT Services, the implementation of equipment and various items had not been thoroughly communicated, however IT has been working diligently with the District to determine what is needed for opening the courses in the Spring.*

RESULT: **MOVED FORWARD BY ROLL CALL VOTE**

TO: Forest Preserve District Commission

MOVER: Leslie Juby

SECONDER: Jon Gripe

AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

TMP-25-131 Ordinance Approving an Amendment to the Purchasing Ordinance for the Forest Preserve District of Kane County

Dir. of Finance Petschke presented the amendment to the Purchasing Ordinance. The District’s Purchasing Policy (the “Policy”) was comprehensively amended in April of 2023. Since that time, District Finance staff have reviewed the procurement practices relating to the purchasing thresholds that require multiple written quotations. District Finance staff contacted several

governmental agencies and they indicated that they plan to increase or have increased the threshold that is required to obtain multiple quotes in an effort to reduce administrative burden on all staff and the purchasing department by allowing smaller purchases to be made with less stringent procedures. This modification to the policy will improve efficiency and cost-effectiveness while still maintaining appropriate controls for larger purchases. The revision proposed to the current policy will modify the current threshold that requires multiple written quotes from \$2,500 to \$5,000.

DISCUSSION: None.

RESULT: **MOVED FORWARD BY ROLL CALL VOTE**
TO: Forest Preserve District Commission
MOVER: Anita Lewis
SECONDER: Jon Gripe
AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

TMP-25-132 Resolution Authorizing Modifications to the Investment Policy
Dir. of Finance Petschke presented the amendment to the Purchasing Ordinance. The District's Investment Policy (the "Policy") was comprehensively amended in October of 2020. Since that time, District staff have routinely reviewed the policy with the District's investment management firm, Sawyer Falduto. In late 2024, Sawyer Falduto recommended that the District clarify two sections of the investment policy in order to comply with State Statute. The amendments to the investment policy are in the "Authorized Investment" section of the policy and are modified to include the language in red below:

- in obligations of corporations organized in the United States with assets exceeding \$500,000,000 if (i) such obligations are rated at the time of purchase at one of the 3 highest classifications established by at least 2 standard rating services and which mature no more than 270 days from the date of purchase, **or mature in more than 270 days, but less than 10 years from the date of purchase** (ii) such purchases do not exceed 10% of the corporation's outstanding obligations and (iii) no more than one-third of the public agency's funds may be invested in obligations of corporations; or

- In addition to all other investments authorized in this Section, the District may allow for investment in other instruments not specifically listed in this Section provided that those investments comply with 1) any other state law that authorizes public agencies to invest funds and 2) the Investment Policy adopted by the District.**

These changes comply with State Statute in regard to investments in obligations of corporations as well as offering flexibility in other investments that may not be specifically listed in the investment policy, but allowed under State Statute.

DISCUSSION: *Commissioner Gripe asked if the District was not allowed to have bonds mature past 10 years. Dir. Petschke responded that the District's asset management company, Sawyer Falduto Asset Management, LLC is scheduled to present the investment portfolio at the next Finance and Administration Committee. He noted that, typically they focus on governmental bonds, which have less risk, Sawyer Falduto will present the details of the investments.*

RESULT: **MOVED FORWARD BY ROLL CALL VOTE**
TO: Forest Preserve District Commission
MOVER: Rick Williams
SECONDER: Leslie Juby
AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

TMP-25-111 Presentation and Approval of an Amendment to the 2025 Committee Meeting Calendar

Exec. Dir. Haberthur presented the amendment to the annual committee meeting schedule. He noted that the change would tripe stack the meetings to one day, starting the third meeting at 10:30AM.

DISCUSSION: *Commissioner Juby remarked that she understood the intent, however she objected to the change noting that she did not feel that this would be in favor of staff. She included that the change would impact in person attendance at the Kane County Committee of the Whole (COW) meeting that is directly after the current Finance and Administration Committee meeting on Tuesdays. President Lenert commented that he appreciated the concerns.*

Commissioner Strathmann stated her opposition, noting that Kane County holds an adhoc committee meeting that she attends on Thursdays and this change would conflict with the meeting time. Commissioner Gumz expressed her opposition, she felt that this would be problematic with potential fatigue, she stated she would not be supporting the change. Commissioner Gumz added that having the Finance and Administration Committee scheduled before Kane County's COW on Tuesdays is ideal for Commissioners.

Commissioner Lewis commented that she is assigned to one committee meeting, however she likes to attend all the meetings and this would create convenience, she was in favor of the change. Commissioner Gripe asked Exec. Dir. Haberthur's opinion of the change. Exec. Dir. Haberthur stated that staff could make it happen, with the caveat that it creates a tighter window in the administrative work, however it could be done. Commissioner Gripe responded that he would like the opportunity for the Full Board to respond to the change and make a decision. President Lenert remarked that this would be presented at the Full Commission so that the Full board can provide their respond and vote.

RESULT: MOVED FORWARD BY ROLL CALL VOTE

TO: Forest Preserve District Commission

MOVER: Anita Lewis

SECONDER: Bill Roth

AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

VI. Land Acquisition

TMP-25-128 Resolution Authorizing the Grant of Utility Easements for Sanitary and Water Service at 1260, 1262, and 1264 Cedar Avenue, Elgin, IL

Dir. of Planning and Land Protection Rooks- Lopez presented a resolution for authorization of a utility easement. In 2024, the District was contacted by the property owner, Paul W. Sommer with a request for a sanitary and water utility easement across the Fox River Trail Forest Preserve near Cedar Avenue in Elgin. The proposed easement is necessary to provide a sanitary and water connection for his three residential lots currently on well and septic. The Fox River trail in this particular location is unique in that it is on an historic trolley line located between the homes and Cedar Avenue. In order for the property owners to connect to existing public utilities on Cedar, they must cross the Fox River Trail. The proposed easement will be directionally bored under the Fox River Trail between the homes and Cedar Avenue. Current and future owners will be required to provide all installation and maintenance costs associated with the utilities. In the event the utility easement is no longer needed the property owner will be responsible for the decommissioning and removal of the utilities and the easement will automatically revert back to the District. The property owner will pay a one-time fee of \$5,000.00 for the easement rights.

DISCUSSION: *Commissioner Strathmann remarked that the homeowner's residence is a listed historical structure and was disappointed that Elgin did not support a utility easement. Commissioner Gripe asked about the neighboring properties. Dir. Rooks-Lopez responded that this particular area has a number of residential homes all along the Fox River that utilize well and*

septic. One of the concerns that the District had was allowing one resident a private easement and creating a precedent. However, this is a unique residence and due to the substantial construction costs, permitting and fees, the District does not anticipate having additional requests. Commissioner Strathmann followed up noting that the neighborhood is fairly modest and this is historical residence known as the "castle of Elgin" is unique. Commissioner Allan echoed the comment, noting this area was built with various home values. She asked about the easement fee and if the homeowner was compliant. Dir. Rooks-Lopez responded that the homeowner was pleased and compliant with the \$5,000 fee, and the ability to move forward and with no issues.

RESULT: MOVED FORWARD BY ROLL CALL VOTE

TO: Forest Preserve District Commission

MOVER: Rick Williams

SECONDER: Jon Gripe

AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

VI. Planning & Utilization

TMP-25-126 Resolution Authorizing a Second Amendment to the Intergovernmental License Agreement with the Village of Pingree Grove

Dir. of Planning and Land Protection Rooks- Lopez presented a second amendment to the IGA with the Village of Pingree Grove. In 2014, the Commission approved a License Agreement with the Village of Pingree Grove for the use of a portion of the Pingree Grove Forest Preserve to develop a community park. Since that time the Village has continued to make improvements to the property including a small gravel parking area and mowed trails. The Village has submitted an updated site plan that they would like to use to pursue grant funding to assist with design and construction costs. The updated plan represents a substantial reduction in scale from the previous plan, but is in keeping with acceptable uses of the site. This second amendment to the License Agreement, modifies the agreement to reflect the new site plan and extends the term of the agreement for an additional 25-year term beginning in March 2025 and continuing through 2050.

DISCUSSION: *None.*

RESULT: MOVED FORWARD BY ROLL CALL VOTE

TO: Forest Preserve District Commission

MOVER: Rick Williams

SECONDER: Jon Gripe

AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

TMP-25-127 Resolution Authorizing a Memorandum of Understanding Between the Forest Preserve District of Kane County and the Fox Valley Park District

Dir. of Planning and Land Protection Rooks- Lopez presented an MOU with the Fox Valley Park District. The Fox Valley Park District (FVPD) applied for and was recently awarded a federal grant to design and construct a pedestrian and bike bridge over the Fox River between their Lippold Park and The District's Les Arends Forest Preserve. After extensive site studies, it was determined the best western shore landing site is the northern edge of Les Arends and a future intergovernmental easement agreement ("IGA Easement") between the parties will be required. The specific details of the future easement agreement are subject to finalization of engineering and planning of the exact landing placement locations. The proposed Memorandum of Understanding is necessary to comply with preliminary documentation requirements for the federal grant, and addresses the following issues:

- The intent of the Forest Preserve District of Kane County (FPDKC) to grant reasonable site access for preliminary studies and layout determination.

- An IGA Easement will be drafted to allow for the bridge’s west terminus at Les Arends Forest Preserve.
- The terms of the IGA Easement will be terms generally acceptable to both parties and that they will not unreasonably withhold consent.
- The bridge, its’ construction, and all future maintenance, will be at the sole expense of the FVPD.
- FVPD agrees to take all reasonable planning steps to minimize adverse impacts to Les Arends Forest Preserve.
- Both the FVPD and the Forest Preserve District of Kane County are each represented by Kinnally, Flaherty, Krentz, Loran, Hodge & Masur, P.C.

DISCUSSION: *President Lenert reassured the Committee that the District would not incur any financial obligations. Commissioner Bates stated her concerns of allowing construction and buildings on a natural environment.*

RESULT: **MOVED FORWARD BY ROLL CALL VOTE**
TO: Forest Preserve District Commission
MOVER: Leslie Juby
SECONDER: Jon Gripe
AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

VII. New or Unfinished Business

TMP-25-145 Resolution Approving an Amendment to the 2025 Committee Appointments

President Lenert presented the amendment of the 2025 Committee assignments to include the appointment of Mr. Alex Arroyo to the Planning and Utilization Committee.

DISCUSSION: *None.*

RESULT: **MOVED FORWARD BY ROLL CALL VOTE**
TO: Forest Preserve District Commission
MOVER: Leslie Juby
SECONDER: Rick Williams
AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

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

The Committee moved into Executive Closed Session to discuss license agreements at 9:05 AM.

RESULT: **APPROVED BY ROLL CALL VOTE**
MOVER: Rick Williams
SECONDER: Jon Gripe
AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

The committee returned to Open Session at 9:54AM on a motion by Gripe, second by Roth Roll Call vote was taken, unanimous vote.

IX. Communications

Dir. of Community Engagement promoted the District’s Centennial Celebration on June 8, 2025 starting at 12Noon. Exec. Dir. Haberthur shared renderings of the art sculpture that will be installed as well as the sponsorship plaques. The different donation levels include tree plantings and names inscribed on a bronze plaque. Lastly, Dir. Metanchuk reminded the Committee that the annual Legislative Forum will be held March 7th, 2025 at the Prisco Center in Aurora, please RSVP by February 21, 2025.

X. President's Comments

None.

XI. Financial Reports

Reports A-C were placed on file.

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

XII. Adjournment

The meeting adjourned at 10:00AM.

RESULT: APPROVED BY VOICE VOTE

MOVER: Rick Williams

SECONDER: Jon Gripe

AYE: Jon Gripe, Michelle Gumz, Mo Iqbal, Leslie Juby, Anita Lewis, Bill Roth, Cheryl Strathmann, Rick Williams

Bill Lenert, President
Forest Preserve District Executive Committee
Forest Preserve District of Kane County

Respectfully Submitted,

Gabriella Figliozzi

Gabriella Figliozzi
Recording Secretary