



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

# Forest Preserve District, Planning and Utilization Committee

## Meeting Minutes

Chair Cheryl Strathmann, President Christopher Kious, President Pro Tem, Mavis Bates,  
Executive Director Benjamin Haberthur  
Ron Ford, Michelle Gumz, Mike Kenyon, Anita Lewis, Mike Linder, Vern Tepe

**Thursday, May 25, 2023**

**9:30 AM**

**3rd Floor Board Room**

### I. Call to Order

The Forest Preserve District Planning and Utilization Committee meeting was held Thursday, May 25, 2023 at 9:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. Chair Strathmann called the meeting to order at 9:58 AM.

<b>PRESENT</b>	President Chris Kious Chair Cheryl Strathmann Commissioner Michael Kenyon Commissioner Vern Tepe Commissioner Michael Linder Commissioner Ron Ford (Remote) Commissioner Anita Lewis Commissioner Mavis Bates
<b>ABSENT</b>	Commissioner Michelle Gumz

**Also Present:** Commissioners Sanchez, Roth; Exec. Dir. Haberthur; NRM Dir. Chess; CFO Petschke & staff Marano, Carrano; Chief of Planning & Land Mgmt. Rooks-Lopez; Dir. of Comm. Affairs Metanchuk & staff Swanson, Thiem; Dir. of Ops. Pentecost; Chief of Police Burger; Attorney Hodge and Exec. Assist. Figliozzi and Admin staff Rafferty.

### II. Approval of Minutes from April 27, 2023

<b>RESULT:</b>	<b>APPROVED BY UNANIMOUS CONSENT</b>
<b>MOVER:</b>	Michael Kenyon
<b>AYE:</b>	Mavis Bates, Ron Ford, Michael Kenyon, Anita Lewis, Michael Linder, Vern Tepe and Cheryl Strathmann
<b>ABSENT:</b>	Michelle Gumz

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

None.

### IV. Bids and Proposals

**A. Resolution Approving a Contract to Purchase (2) Shelters for the Jon J. Duerr Forest Preserve Redevelopment Project**

Chief of Planning and Land Mgmt. Rooks-Lopez presented a contract to purchase the shelters for the redevelopment project. The District was awarded an Open Space Land Acquisition and Development grant (OSLAD) for improvements to the Jon J. Duerr Forest Preserve. As part of this project, the District will replace the existing shelter and provide a second shelter at the preserve. The District's standard shelter designs are produced by the Cedar Forest Products Company. NuToys Leisure Products is the only authorized dealer for Cedar Forest in Illinois. Due to the twelve week delivery time, staff is recommending the order and purchase of the shelters prior to bidding and awarding the contract for construction. The contract for construction will include the installation of both shelters.

**DISCUSSION:** Commissioner Roth asked what the typical lifespan of the shelters were. Dir. Rooks-Lopez responded that the shelter structures are consistent with the other preserves that were newly renovated. The lifespan is roughly estimated to be about 100 years. Commissioner Linder asked about the rental availability for the current shelter. Dir. Rooks-Lopez responded that the reservations would be on hold starting August 1<sup>st</sup> as that is when construction would begin. Commissioner Linder asked about the location of the new shelter versus the current shelter. Dir. Rooks-Lopez explained the locations referencing a map included in the agenda packet.

**RESULT:** **MOVED FORWARD BY ROLL CALL VOTE**  
**TO:** Forest Preserve District Executive Committee  
**MOVER:** Michael Kenyon  
**SECONDER:** Michael Linder  
**AYE:** Mavis Bates, Ron Ford, Michael Kenyon, Anita Lewis, Michael Linder, Vern Tepe and Cheryl Strathmann  
**ABSENT:** Michelle Gumz

## V. New or Unfinished Business

### A. Resolution Approving a Request to Submit an IDNR Illinois Park and Recreational Facility Construction (PARC) Grant Application for the Development of Settler's Hill Golf Course Clubhouse

Chief of Planning and Land Mgmt. Rooks-Lopez presented the request to submit a PARC grant application. Phase 1 of the Settlers Hill Golf Course renovation, which included improved irrigation, driving range and new layouts for all 18 holes was completed in 2022. Phase 2 includes the construction of a new clubhouse, parking and cart storage facility located near the new driving range in the northeast section of the course. The new clubhouse will be located at the central point of returning 9 design (holes 1, 9, 10 & 18), which allows golfers ease access to snacks and restrooms facilities at the halfway point and end of their game. Staff is requesting permission to apply for the IDNR PARC Grant to assist with funding the project. The grant will reimburse the District 75% of the design and construction costs up to a \$2,800,000 cap. Engineering and architecture is budgeted this fiscal year for \$150,000, which will conclude with a cost estimate for the project. Staff is recommending a maximum project amount of \$2,800,000 at this time to maximize the grant, and until the cost estimate is complete.

**DISCUSSION:** Commissioner Bates asked about the matching percentages for the construction of this project. Dir. Rooks-Lopez responded that the District would submit an application for construction that would be an estimated \$2M project, of which 75% would be reimbursed.

**RESULT:** **MOVED FORWARD BY ROLL CALL VOTE**  
**TO:** Forest Preserve District Executive Committee  
**MOVER:** Michael Kenyon  
**SECONDER:** Anita Lewis  
**AYE:** Ron Ford, Michael Kenyon, Anita Lewis, Michael Linder, Vern Tepe and Cheryl Strathmann  
**ABSTAIN:** Mavis Bates

**ABSENT:** Michelle Gumz

**B. Establishment of Structures Subcommittee**

*Exec. Dir. Haberthur explained that in the past a subcommittee has been established when needed for recommendations of structures that need reviewing. At this time, various structures and facilities need attention and recommendation by Commissioners.*

*Chair Strathmann requested to be a part of the subcommittee members and recommended Ron Ford due to his past involvement and knowledge in development. Commissioner Mike Kenyon requested to be on the subcommittee as well. The subcommittee was approved by consensus. Members: Chair Strathmann, Chris Kious, Ron Ford, Mike Kenyon.*

**RESULT: APPROVED BY UNANIMOUS CONSENT**

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

None.

**VII. Communications**

*Community Affairs Dir. Metanchuk shared pictures of recent events and introduced Sam Thiem and Lauren Swanson. Sam is the Community Affairs public relations intern for the summer and Lauren has accepted the marketing assistant position. Dir. Metanchuk reported that this year the environmental education program included middle school summer camps, which have been a success thus far. Construction of the trails in LeRoy Oakes Forest Preserve have begun, there are areas that have been flagged in preparation. Lastly, Dir. Metanchuk reported that the District has partnered with various Park Districts to offer Nature Rx programs. The most recent one included a yoga session where staff members from Northwestern Hospital attended.*

*Commissioner Bates thanked the District for participating in the Aurora Greenfest. Commissioner Bates made a request to add benches in Forest Preserves that do not have any. She noted Bliss Woods does not have any benches currently and would like to have that added. Commissioner Kenyon noted that would be a great donation opportunity. Dir. Haberthur stated that the District has a memorial bench program currently as an opportunity for donations for different locations. He noted that staff would look into purchasing as well.*

**VIII. Chairman's Comments**

None.

**IX. Adjournment**

*The meeting adjourned at 10:18 AM.*

**RESULT: APPROVED BY VOICE VOTE**

**MOVER:** Michael Kenyon

**SECONDER:** Anita Lewis

**AYE:** Mavis Bates, Ron Ford, Michael Kenyon, Anita Lewis, Michael Linder, Vern Tepe and Cheryl Strathmann

**ABSENT:** Michelle Gumz

Cheryl Strathmann, Chair  
Forest Preserve District Planning and Utilization Committee  
Forest Preserve District of Kane County

Respectfully Submitted,

*Gabriella Figliozi*

Gabriella Figliozi  
Recording Secretary