



DATE: March 5, 2026

MEMO TO: Paul Frank, Chair
Planning Committee

Sara Knizhnik, Chair
Operations Committee

Gina Roberts, Chair
Finance Committee

FROM: John E. Nelson
Chief Operations Officer

REQUEST: Provide policy direction regarding potential amendments to the license agreement with Brushwood Center for the occupation and use of the Brushwood home at the Edward L. Ryerson Conservation Area.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: There is no financial impact at this time. The ultimate financial implications of the amendments to the license agreement would be identified and presented alongside the amended license agreement for consideration in the future.

BACKGROUND: In 2007, the District entered into a license agreement with the Friends of Ryerson Woods for the use of the Brushwood home at the Edward L. Ryerson Conservation Area. In 2017, the District and Brushwood Center at Ryerson Woods, previously known as Friends of Ryerson Woods, entered into a Building Use and Management License Agreement (“License Agreement”) for the use of the Brushwood home and grounds effective January 1, 2017. On December 10, 2019, the Board approved amendments to the License Agreement that updated sections of the agreement with respect to: Renovations and Improvements to Building and Grounds; Insurance; District Termination Notice; Applicable Law; and Fire or Other Casualty.

Recently, the Brushwood Center has begun planning and fundraising for a major capital investment in the Brushwood home for its future use and operation. If the District desires to accommodate these capital improvements, the current License Agreement would need to be amended in part or in its entirety. Staff is seeking policy direction whether to engage in discussions and negotiations with Brushwood Center for mutually acceptable amendments to the License Agreement.

REVIEW BY OTHERS: Executive Director, Deputy Director of Finance, Director of Facilities, Manager of Board Operations and Corporate Counsel.