



## FOREST PRESERVE DISTRICT OF KANE COUNTY

### FOREST PRESERVE EXECUTIVE COMMITTEE MINUTES

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#### I. Call to Order

The Forest Preserve Executive Committee meeting was held Friday February 3, 2017 at 8:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by President Michael Kenyon at 8:30 AM.

#### Members Present:

Attendee Name	Title	Status	Arrived
Michael Kenyon	President	Present	
Deborah Allan	Commissioner	Present	
Margaret Auger	Commissioner	Present	
Theresa Barreiro	Commissioner	Present	
Brian Dahl	Commissioner	Present	
Mark Davoust	President Pro Tem	Present	
Drew Frasz	Commissioner	Present	8:35 AM
Rebecca Gillam	Commissioner	Present	
John Hoscheit	Commissioner	Present	
Philip Lewis	Commissioner	Present	
Thomas Smith	Commissioner	Absent	
Barbara Wojnicki	Commissioner	Present	

#### Others Present:

Monica Meyers, Executive Director, Ken Stanish, Director of Finance, Ben Haberthur, Director of Natural Resources, Jerry Culp, Director of Planning and Development, Laurie Metanchuk, Director of Community Affairs, John Goreth, Director of Operations, Tracey Smith, Director of Human Resources, Mike Gilloffo, Director of Public Safety, Jerry Hodge, Attorney, Ellen J. Maglio, Recording Secretary

#### II. Presentation and Approval of the Minutes from January 6, 2017

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Brian Dahl, Commissioner
<b>SECONDER:</b>	Philip Lewis, Commissioner
<b>AYES:</b>	Michael Kenyon, Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Rebecca Gillam, John Hoscheit, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Drew Frasz, Thomas Smith

#### III. Public Comments (Each speaker is limited to 3 minutes)

Mr. Mike Tyrrell and Ms. Laura Andersen both spoke in regards to the Fox Mill Development and Lands Donation.

#### IV. Presentation and Approval of the Bills from January 2017

**Discussion:** *None.*

<b>RESULT:</b>	<b>MOVED FORWARD UNANIMOUSLY</b>
<b>TO:</b>	<b>FOREST PRESERVE COMMISSION 2/14/2017 9:00 AM</b>
<b>MOVER:</b>	Philip Lewis, Commissioner
<b>SECONDER:</b>	Barbara Wojnicki, Commissioner
<b>AYES:</b>	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Rebecca Gillam, John Hoscheit, Philip Lewis, Michael Kenyon, Barbara Wojnicki
<b>ABSENT:</b>	Drew Frasz, Thomas Smith

#### V. Land Acquisition Committee Report

##### A. Presentation and Approval to Apply for a CMAQ Grant for the Great Western Trail Extension at Leroy Oakes Forest Preserve

The District has teamed up with the City of St. Charles and the St. Charles Park District to work with the railroad on acquiring the railroad right-of-way for the purpose of extending the trail system east to Randall Road. The District would acquire the right-of-way from LeRoy Oakes Forest Preserve to Randall Road and the City and the Park District would acquire the right-of-way from Randall Road east to the existing Fox River crossing.

The Union Pacific Railroad is asking \$622,580 for the abandoned railroad right-of-way and the estimated cost to construct the trail is \$100,000 for a total project cost of \$722,580. The District is requesting permission to apply for a grant to assist in the acquisition and construction to extend the trail to the Randall Road trail connection. The grant would reimburse the District up to 50% of the acquisition costs and 80% of the construction costs.

**DISCUSSION:** *None.*

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE COMMISSION 2/14/2017 9:00 AM</b>
<b>MOVER:</b>	Drew Frasz
<b>SECONDER:</b>	Mark Davoust, President Pro Tem
<b>AYES:</b>	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Drew Frasz, Rebecca Gillam, John Hoscheit, Michael Kenyon, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Thomas Smith

##### B. Presentation and Approval to Apply for Kane County Grand Victoria Riverboat Funds for the Fabyan Bridge Replacement Project

In 2012, the concrete bridge that connected the west side of the preserve to the island failed and was closed to public use. The District proceeded with a plan to remove the structure while developing a long term plan for the connection to the island. The concrete bridge has been removed and plans are in place to re-install the new bridge. Funding for the Fabyan bridges and island are coming from the District's Fox River Trust Fund and that fund has been drawn down to \$83,147 and the estimated cost to install the new bridge is \$400,000. Staff is asking permission to apply for Kane County Grand Victoria Riverboat Funds that will reimburse the District up to \$100,000 if the grant is awarded.

Funds totaling \$83,147 are available in the Fox River Trust Fund account and \$191,781 is available in the Construction & Development Fund for this project. Staff will prepare a budget request for an additional \$41,925 to fund this project.

**DISCUSSION:** *None.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE COMMISSION 2/14/2017 9:00 AM</b>
<b>MOVER:</b>	Drew Frasz, Commissioner
<b>SECONDER:</b>	Philip Lewis, Commissioner
<b>AYES:</b>	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Drew Frasz, Rebecca Gillam, John Hoscheit, Michael Kenyon, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Thomas Smith

**C. Presentation and Approval to Apply for Kane County Grand Victoria Riverboat Funds for the Fox River Trail South Elgin Acquisition and Trail Reconstruction Project**

It was a consensus that because funding is limited, that the District submit only one grant and the decision was made to eliminate this project submission in lieu of the Fabyan bridge project.

**VI. Planning & Utilization Committee Report**

**A. Presentation and Approval of a Change Order from Gewalt Hamilton Associates for the Fabyan Causeway and Bridge Project**

Through the IDNR process it became necessary to separate the bridge installation and the causeway removal to clarify what costs the IDNR will approve for reimbursement. In addition to the project separation, additional engineering will be needed to comply with the changes required by the IDNR permitting process. Staff reviewed the additional work needed to complete the engineering changes with Gewalt Hamilton Associates and they submitted a Change Order in the amount of \$9,000.

The original contract for engineering services from Gewalt Hamilton was for \$85,232. The increase of \$9,000 will increase their contract to \$94,232. This includes all engineering, construction drawings and permit submittals for the project.

Funds totaling \$275,000 were budgeted in the 2015/16 fiscal year for this project. Sufficient funds totaling \$197,645 are available in the Fox River Trust Fund Account #03-31-31-7040 for this expense totaling \$9,000.

**DISCUSSION:** *None.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE COMMISSION 2/14/2017 9:00 AM</b>
<b>MOVER:</b>	Drew Frasz, Commissioner
<b>SECONDER:</b>	Philip Lewis, Commissioner
<b>AYES:</b>	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Drew Frasz, Rebecca Gillam, John Hoscheit, Michael Kenyon, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Thomas Smith

**B. Presentation and Approval of a Bid for Reforestation Work at LeRoy Oakes and Kenyon Farm Forest Preserves**

As part of long-term land management plans, funding has been budgeted to continue reforestation efforts at the following two sites this growing season. Trees are to be planted before June 5, 2017:

LeRoy Oakes Forest Preserve: Located in St. Charles north of Dean St. And west of Randall Rd. Reforestation work will occur on a parcel west of Randall Rd. Immediately south of Crane Rd. The planting area encompasses 21 acres of old field/prairie vegetation and is currently fallow. The Contractor will be required to plant a total of 40 balled & burlaped hardwood trees of the 2.0" size class.

Kenyon Farm Forest Preserve: Located in South Elgin north of Middle Rd. With the entrance west of Barry Rd. Reforestation work will occur on 9 acres of cool season grass in the north-eastern portion of the preserve along Barry Rd. The Contractor will be required to plant a total of 20 balled & burlaped hardwood trees of the 2" to 2.5" size class.

For both projects, trees will be spaced a minimum of 40 feet apart. At the time of planting, the Contractor will both water and mulch each tree. During the entire 2017 growing season, the Contractor will need to water each tree to total (combined with precipitation) approximately one inch equivalent of water per week.

The bid was advertised and sent to 24 vendors with 6 responding. The lowest qualified bid for each project was submitted Conservation Land Stewardship, Inc. (CLS) from Elmhurst, IL. CLS submitted quotes in the amount of \$24,800 for the LeRoy Oakes planting and \$12,400 for the planting at Kenyon Farm Forest Preserve.

**DISCUSSION:** *None.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE COMMISSION 2/14/2017 9:00 AM</b>
<b>MOVER:</b>	Michael Kenyon, President
<b>SECONDER:</b>	Barbara Wojnicki, Commissioner
<b>AYES:</b>	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Drew Frasz, Rebecca Gillam, John Hoscheit, Michael Kenyon, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Thomas Smith

**VII. Finance and Administration Committee Report**

**A. Presentation and Approval of the Second Amendment to the Intergovernmental Agreement for Bridge Contribution with the City of Aurora**

In January 2010, the District and the City of Aurora entered into an intergovernmental agreement whereby the District contributed \$2,000,000 to Aurora's River Edge Park development project for the construction of the pedestrian bridge linking the east and west shores of the Fox River.

In March 2012, the agreement was amended to allow for up to \$350,000 of the \$2,000,000 contribution to refund the City for engineering and design expenses for the bridge. Additionally, the amendment required the City complete the construction of the bridge within 5 years of the amendment date (March 17, 2017).

Since the amendment was approved in 2012, the City has been successful in obtaining a federal CMAQ grant for the development of the River Edge Park; including the bridge installation. The grant time-frame is 2016-2020 and as such the deadline for the bridge construction requires modification from March 17, 2017 to December 31, 2020.

The proposed Second Amendment provides only for the modification of the deadline date to December 31, 2020 to coincide with the federal CMAQ Grant schedule. All other terms of the Intergovernmental Agreement and First Amendment remain in place.

**DISCUSSION:** *None.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE COMMISSION 2/14/2017 9:00 AM</b>
<b>MOVER:</b>	Theresa Barreiro, Commissioner
<b>SECONDER:</b>	Brian Dahl, Commissioner
<b>AYES:</b>	Michael Kenyon, Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Drew Frasz, Rebecca Gillam, John Hoscheit, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Thomas Smith

### VIII. New or Unfinished Business

#### **Presentation and Approval of the Executive Session Minutes from February 2007 through July 2016**

The Executive Committee of the Forest Preserve District of Kane County, Illinois has reviewed the minutes of Closed Sessions pursuant to 5ILCS 120/2.06 and has made a determination as to whether the need for confidentiality still exists as to all or part of those minutes which have not been fully made public.

The Committee has determined that the need for confidentiality still exists as to the Closed Session minutes of 2/2/07, 5/4/07, 6/1/07, 7/6/07, 8/1/08, 2/9/10, 11/5/10, 4/4/14, 5/2/14, 7/1/14, 9/5/14, 1/8/15, , 3/6/15, 5/1/15, 6/5/15, 7/10/15, 8/7/15, 2/5/16, 4/8/16, and 7/8/16.

**DISCUSSION:** *Executive Director Meyers stated that the Executive Session Minutes are available for review for the Commission.*

<b>RESULT:</b>	<b>ADOPTED BY VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Brian Dahl, Commissioner
<b>SECONDER:</b>	Deborah Allan, Commissioner
<b>AYES:</b>	Michael Kenyon, Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Drew Frasz, Rebecca Gillam, John Hoscheit, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Thomas Smith

**IX. Executive Session to Discuss Land Acquisition, Contracts, Litigation and Personnel**

Entered into Closed Session to Discuss Litigation at 8:40 AM

Adjourned Closed Session at 9:25 AM

<b>RESULT:</b>	<b>ROLL CALL VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Philip Lewis, Commissioner
<b>SECONDER:</b>	Margaret Auger, Commissioner
<b>AYES:</b>	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Drew Frasz, Rebecca Gillam, John Hoscheit, Michael Kenyon, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Thomas Smith

**X. Communications**

Commissioner Davoust acting as the Chairperson of the Forest Preserve District Foundation answered some questions regarding the Foundation structure. Davoust asked the Committee to bring forward names of those individuals would know that might be willing to sit on the Foundation Board. The Board would consist of 7-11 people. The application packet will be sent out and then applicants will be reviewed. Currently the Board consists of Mark Davoust as Chairman, Monica Meyers, Laurie Metanchuk, and Ken Stanish. Once the Board members are seated, Ken and Laurie will be dismissed from the Board and Monica Meyers will stay on as member ex-officio.

**XI. President's Comments**

The Conservation Foundation Luncheon is the 15th at Riverside Banquets, RSVP to Staff.

We will be having 6-8 public meetings around the County regarding the proposed referendum. If you have any questions or would like to participate please contact Staff.

**XII. Reports**

**Financial Reports for January 2017:** The Bond Analysis, Revenue & Expense Report and the Cash & Investment Report were put on file.

<b>RESULT:</b>	<b>PLACED ON FILE [UNANIMOUS]</b>
<b>MOVER:</b>	Philip Lewis, Barbara Wojnicki
<b>SECONDER:</b>	Mark Davoust, President Pro Tem
<b>AYES:</b>	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Drew Frasz, Rebecca Gillam, John Hoscheit, Michael Kenyon, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Thomas Smith

**XIII. ADJOURNMENT**

<b>RESULT:</b>	<b>APPROVED WITH VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Davoust, President Pro Tem
<b>SECONDER:</b>	Philip Lewis, Secretary
<b>AYES:</b>	Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Mark Davoust, Drew Frasz, Rebecca Gillam, John Hoscheit, Michael Kenyon, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Thomas Smith

Michael Kenyon, Chairman  
Forest Preserve Executive Committee  
Forest Preserve District of Kane County

**Adjournment Until:      Friday, March 3, 2017 8:30 AM**  
**Forest Preserve District Administrative Offices**  
**1996 S. Kirk Rd., Suite 320**  
**Geneva, Illinois**

Respectfully Submitted,

*Ellen J. Maglio*

Ellen J. Maglio

Recording Secretary