



## FOREST PRESERVE DISTRICT OF KANE COUNTY EXECUTIVE COMMITTEE

*February 1, 2013*

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The Executive Committee meeting was held Friday, February 1, 2013, at 8:35 a.m. in the Board Room of the Administrative Offices of the Forest Preserve District, Fox Valley Ice Arena, 1996 South Kirk Road, in Geneva, Illinois.

**MEMBERS PRESENT:** Chairman Hoscheit

Committee Members: Commissioners Allan, Barreiro, Donahue, Frasz, Gillam, Kenyon, Lewis, and Vazquez.

**MEMBERS ABSENT:** Auger, Davoust, Ford and Wojnicki.

**ALSO PRESENT:** Executive Director Meyers, Director of Finance Stanish, Director of Community Affairs Metanchuk, Director of Natural Resources Ullberg, Chief Gilloffo, Attorney Kinnally, Commissioners Lauzen and Citizens of Kane County.

**MINUTES:** Motion to approve the minutes from November 2, 2012 as read, by Commissioner Vazquez and seconded by Commissioner Kenyon, motion carried.

**PUBLIC COMMENT:** None

**BILLS:** Chairman Hoscheit called for a motion to approve the bills for payment.

**-Motion by** Commissioner Lewis, seconded by Commissioner Kenyon, to approve the bills for payment; motion carried.

Commissioners voting in the affirmative: Allan, Barreiro Donahue, Frasz, Gillam, Kenyon, Lewis and Vazquez; motion carried.

**FINANCE COMMITTEE REPORT:** Commissioner Vazquez stated that representatives from Sikich LLC presented the 2012 Audit.

**PRESENTATION OF THE 2012 AUDIT:** Director Stanish gave an update on the 2012 audit. The audit is an unqualified audit which is the highest quality audit, along with the CAFR – which gives the District better transparency. During the last meeting discussions included where the District has been and where it is going. The General Fund which is the main operating fund has a balance of \$4.7 million which is above the District's goal to have 6 months of reserved funds. The District keeps a cushion for the Bond payments in the Enterprise Fund. The District pays approximately \$29 million in debt service. The Tax Levy for bonds will be decreasing starting in 2016-17

**-Motion by** Commissioner Allan, seconded by Commissioner Frasz, to place the 2012 Audit on file; motion carried.

**TRANSFER OF FUNDS FROM THE LAND ACQUISITION FUND TO THE CONSTRUCTION AND DEVELOPMENT FUND FOR THE CONSTRUCTION OF THE BRIDGE AT THE CITY OF AURORA'S RIVER EDGE PARK:** Executive Director Meyers presented the request to transfer funds from the Land Acquisition Fund to the Construction and Development Fund for the construction of the bridge at the

City of Aurora's River Edge Park. In 2010, the District agreed to participate in the construction of a pedestrian bridge and trail at the City of Aurora's River Edge Park, in the amount of \$2 million dollars. The majority of the larger park project is complete and the final stage is the bridge and trail connections. The City of Aurora is presently in the engineering phase and will be requesting payments as major components of the project are completed. The transfer of funds is due to the fact that it is a construction project and not a land acquisition.

**-Motion by** Commissioner Vazquez, seconded by Commissioner Barreiro, to approve the transfer of funds from the Land Acquisition Fund to the Construction and Development Fund for the construction of the bridge at the City of Aurora's River Edge Park; motion carried.

#### **LAND ACQUISITION COMMITTEE REPORT:**

**PRESENTATION OF A LAND DONATION IN PLATO TOWNSHIP:** Director Culp presented a land donation in Plato Township from the Muirhead family. The Muirhead's have been a great family to partner with on land acquisition. This property is adjacent to Bowes Creek Woods with 10.17 acres of land.

**-Motion by** Commissioner Frasz, seconded by Commissioner Allan, to approve the land donation in Plato Township; motion carried

#### **PLANNING AND UTILIZATION COMMITTEE REPORT:**

- **PRESENTATION OF BIDS FOR THE REPLACEMENT TRACTOR FOR THE NORTH OPERATIONS DIVISION:** Director of Finance Stanish presented the bids for the replacement tractor for the North Operations Division. This bid was sent out to 9 vendors with 4 responding. The low qualified bidder is DeKalb Implement of Sycamore, Illinois in the amount to f \$31,450.00.

**-Motion by** Commissioner Kenyon, seconded by Commissioner Vazquez, to approve the bid from DeKalb Implement of Sycamore, Illinois in the amount of \$31,450.00; motion carried.

Commissioner Davoust enters at this time

- **PRESENTATION FROM THE HOUSING AND STRUCTURES SUB-COMMITTEE FOR DEMOLITION OF STRUCTURES:** Commissioner Frasz stated the Housing Sub-Committee consists of himself and Commissioners Kenyon and Ford. In October the committee toured various structures around the County with the following recommendations:
  - Brewster Creek Forest Preserve – demolition of the bathroom structure and two cabins – keeping the smallest cabin and boarding it up
  - Deer Valley Golf Course – demolition of the shelter – Staff to get cost to repair the “Christmas “ Shed
  - Fabyan Bridge and Lighthouse – removal of the bridge, consult with the Army Corps of Engineers regarding the causeway. Staff to get costs for replacement bridge for 2014/15 budget process and repair of the lighthouse
  - Seavey Road Property (Dick Young Forest Preserve) – demolition of barns and bury concrete on-site
  - Tekawitha Woods - demolition of the Arlene Shoemaker Nature Center and McGuire House
  - Les Arends Playground – current playground to be removed – Staff to get cost estimates for replacement for 2013/14 budget consideration
  - Brunner Barn – will not be demolished – holes in roof to be tarped. Staff to get costs for replacement roof for the 2013/14 budget consideration.

**-Motion by** Commissioner Frasz, seconded by Commissioner Vazquez, to approve the demolition of the above mentioned structures; motion carried

- **PRESENTATION OF REQUEST FOR ADDITIONAL FUNDING FOR THE BIG ROCK CAMPGROUND CONSTRUCTION:** Director Culp presented a request for additional funding to cover the overages experienced during construction, as well as to fund another grant received for phase 2 of the project. The construction for the initial OSLAD grant portion of the campground is projected to be over budget by \$220,000 due to several factors: an additional \$100,000 was needed in gravel due to a mathematical error in the budgeting process; and additional \$60,000 for drainage improvements, due to site and/or soil conditions and another \$60,000 was needed for engineering work associated with the review of the two (2) entrance locations from camp Dean and Granart Road, these changes requested by the Village of Big Rock; additional site review requested by the IDNR to confirm environmental conditions as the granting agency. In total, this overage equates to approximately 11% of the total budget.

During the design phase of the project, Staff submitted applications for funding assistance through two (2) grants. The District received an OSLAD Grant for the construction of the main campground in the amount of \$400,000. In July 2012, the District received notice that it was awarded the RTP grant that will reimburse the District \$200,000 for the construction of additional equestrian campsites and trails to connect the campground to the existing Big Rock Forest Preserve. Budgeting for the RTP Grant in the amount of \$410,000 was planned in next fiscal year (2013/14) however, Staff is requesting the use of budgeted/unused funds from the current fiscal year to complete the portion of the project associated with the RTP Grant in 2013. The District applied for an OSLAD Development Grant to construct a youth campground at Grunwald Farms Forest Preserve in the amount of \$710,000. The grant was denied this year and the project will be resubmitted in July 2013 for consideration again by the IDNR. The funding for this project would therefore be budgeted in the 2013/14 fiscal year to coincide with the grant schedule leaving the current funding budgeted unused during this fiscal year.

A total of \$630,500.00 is being requested to complete both Phase 1 and 2 of the Big Rock Campground project this current fiscal year.

**-Motion by** Commissioner Vazquez, seconded by Commissioner Kenyon, to approve the request for additional funding for the Big Rock Campground Construction; motion carried.

- **PRESENTATION OF REQUEST TO APPLY FOR THE IDNR RECREATIONAL TRAILS PROGRAM GRANT:** Executive Director Meyers presented a request to apply for the IDNR Recreational Trails Program Grant. This grant would allow for the completion of a picnic area and internal trail system within the Freeman Kame Forest Preserve. The trail system would consist of 1.5 miles of mowed trail and  $\frac{3}{4}$  mile accessible trail with screenings, a 15 car parking lot, kiosk, shelter and restroom. The estimated cost of the project is \$250,000 and the grant would reimburse 80% (\$200,000) of the total cost. The total cost to the District would be \$50,000 or the amount currently budgeted for the installation the parking lot.

**-Motion by** Commissioner Allan, seconded by Commissioner Frasz, to approve the request to apply for the IDNR Recreational Trails Program Grant; motion carried.

**EXECUTIVE SESSION:** None

**EXECUTIVE COMMITTEE MEMBERS COMMENTS:**

*Commissioner Kenyon asked about the deer population and if Staff had a deer count.*

*Director Ullberg answered that the deer are increasing and Staff has not been able to do a deer count due to the lack of snow. Staff is still gathering the final numbers on the Archery season and the DNR count and this will be presented at a future meeting.*

*Director Metanchuk announced Creek Bend Nature Center will open on February 4, 2013 and there will be an official opening in June.*

**PRESIDENTS COMMENT'S:** None

**ATTACHMENTS:**

Chairman Hoscheit called for a motion on the Bond and Investment Analysis Report, Fox River Trust Report and the Revenue and Expense Statement.

**-Motion by** Commissioner Allan, seconded by Commissioner Lewis to approve the Fox River Trust Report and the Revenue and Expense Report; motion carried.

**ADJOURNMENT:**

There being no further business to come before the Committee, the meeting was duly adjourned on a motion by Commissioner Kenyon, seconded by Commissioner Frasz to 8:30 a.m. on Friday, March 8, 2013, at the Administrative Offices of the Forest Preserve District, 1996 S. Kirk Road, Suite 320, Geneva, Illinois. Motion carried.

Respectfully Submitted

*Patricia Hestekin*

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Recording Secretary