



**FOREST PRESERVE DISTRICT OF KANE COUNTY
EXECUTIVE COMMITTEE**

March 8, 2013

The Executive Committee meeting was held Friday, March 8, 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, Auger, Davoust, Donahue, Ford, Frasz, Gillam, Kenyon, Lewis, Vazquez and Wojnicki.

MEMBERS ABSENT: Barreiro.

ALSO PRESENT: Executive Director Meyers, Director of Finance Stanish, Director of Community Affairs Metanchuk, Director of Natural Resources Ullberg, Director of Planning and Development Culp, Director of Operations Holan, Chief Gilloffo, Attorney Hodge, Commissioners Haimann, Lauzen, Starrett and Citizens of Kane County.

MINUTES: Motion to approve the minutes from February 1, 2013 as read, by Commissioner Lewis and seconded by Commissioner Vazquez, motion carried.

PUBLIC COMMENT: None

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

-Motion by Commissioner Wojnicki, seconded by Commissioner Ford, to approve the bills for payment; motion carried.

Commissioners voting in the affirmative: Allan, Auger, Davoust, Donahue, Ford, Frasz, Gillam, Kenyon, Lewis, Vazquez and Wojnicki; motion carried.

FINANCE COMMITTEE REPORT:

PRESENTATION OF PROPOSAL FROM SIKICH LLP TO PROVIDE AUDIT SERVICES FOR THE FISCAL YEAR ENDING JUNE 30, 2013: Director Stanish presented the proposal from Sikich LLP for the audit services for the fiscal year ending June 30, 2013. Lou Karrison, who was the partner-in-charge, has recently retired. Jim Savio will now be the partner-in-charge for the District who will bring a new perspective and a fresh set of eyes to the entire audit process. The total fees for 2013, which will include the standard audit, fees related to the GASB Statement No. 45 and the completion of the CAFR will be \$26,270, which is an increase of \$245.

-Motion by Commissioner Vazquez, seconded by Commissioner Ford, to approve the proposal from Sikich LLP to provide audit services for the fiscal year ending June 30, 2013; motion carried.

LAND ACQUISITION COMMITTEE REPORT:

- **PRESENTATION OF ACCEPTANCE OF EDGEWATER OPEN SPACE IN ELGIN TOWNSHIP:** Executive Director Meyers presented the land donation from the Kimball Homes in the Edgewater Subdivision in Elgin. In the early 1990's the Developer presented the plans for the Development of the proposed

open space to the County and the District. On the property there is a creek running through. As part of the plans the developer with the approval of the Army Corps of Engineers restored the farm drainage ditch back to a creek and created the wetland as well as a trail system through the open space. This trail system will connect with the adjoining Waterford development to the north as well as the Reserve development to the south of Bowes Road. The Army Corps of Engineers has now signed off from the project allowing the District to take ownership of the property. A 50 foot buffer has been created between the back lot line of the homes and the open space. The trail will be maintained by the HOA with direction and oversight by the District.

-Motion by Commissioner Davoust, seconded by Commissioner Auger, to accept the Edgewater Open Space land donation in Elgin Township; motion carried

- **PRESENTATION OF ACCEPTANCE OF CITY OF ELGIN LAND DONATION:** The City of Elgin is donating a parcel of approximately 81 acres along Tyler Creek between Randall Road and Burnidge Forest Preserve. Elgin will maintain a utility easement across the property should they need it in the future. This property will be part of the Regional Trail System and will help with the connection to Burnidge / Paul Wolff Forest Preserve to the east along the creek/open space.

-Motion by Commissioner Davoust, seconded by Commissioner Vazquez, to approve the donation from the City of Elgin; motion carried.

PLANNING AND UTILIZATION COMMITTEE REPORT:

- **PRESENTATION OF BIDS FOR THE BRIDGE REPAIRS ON THE FOX RIVER AT POPLAR CREEK / RAYMOND STREET:** Director Stanish presented the bids for the Poplar Creek / Raymond Street trail and bridge repairs. The original bridge was built on concrete pillar footings and during a heavy rain several years ago one of the footings was washed out along with a section of the shoreline and part of the Fox River Trail. After working with and obtaining permits from the Army Corp of Engineers, Kane DuPage Soil and Water Conservation and the Illinois Department of Natural Resources it was discovered there are poor soils to a depth of 40 feet so the footings and shoreline stabilization materials will be driven-steel pile with an engineered bracket welded to it to hold the bridge. The Army Corps has approved the use of steel piles to be used as bridge supports and banks stabilization. Steel piles require no excavation or coffer dams to divert water flow, thus construction costs are substantially less. This bid was sent out to 15 contractors with 4 responding. The low qualified bidder is Herlihy Mid-Continent of Romeoville, Illinois in the amount of \$98,858.26.

-Motion by Commissioner Kenyon, seconded by Commissioner Allan, to approve the bid from Herlihy Mid Continent of Romeoville, Illinois in the amount of \$98,858.26 for the bridge repairs on the Fox River at Poplar Creek / Raymond Street; motion carried.

- **PRESENTATION OF BIDS FOR REFORESTATION OF LANDS AT BURNIDGE AND HELM WOODS FOREST PRESERVES:** Director Stanish presented the bids for the reforestation of lands at Burnidge and Helm Woods Forest Preserves. Contractors will plant and water a total of 800 pot grown trees across a 30 acre block at Burnidge and plant and water 400 pot grown trees across a 10 acre block at Helm Woods. The contractor will water the trees as needed throughout 2013 as all trees are to be guaranteed to survive for one (1) full year after planting. This bid was sent out to twelve contractors with nine responding. The low bidder did not receive positive references, therefore the lowest qualified bidder is McGinty Brothers of Long Grove, Illinois in the amount of \$42,269 for Burnidge and \$22,410 for Helm Woods for a total of \$64,679.

-Motion by Commissioner Kenyon, seconded by Commissioner Ford, to approve the reforestation bids from McGinty Brothers of Long Grove, Illinois in the amount of \$42,269 for Burnidge and \$22,410 for Helm Woods Forest Preserve for a total amount of \$64,679; motion carried

- **PRESENTATION OF A CHANGE ORDER FOR THE FABYAN SHORELINE PROJECT ENGINEERING:** Director Culp presented a change order from LandTech Design, Ltd. for additional engineering and permitting services to complete the shoreline restoration work at Fabyan West Forest Preserve. The proposed change order in the amount of \$1,249 is for additional stormwater engineering required by the County and the City of Geneva.

-Motion by Commissioner Kenyon, seconded by Commissioner Donahue, to approve the LandTech Design, Ltd change order for the Fabyan West Shoreline restoration engineering in the amount of \$1,249; motion carried.

- **PRESENTATION OF PROPOSALS FOR A WILDLIFE STUDY OF INDIANA BATS AT FREEMAN KAME FOREST PRESERVE:** Director Ullberg presented the proposal for the wildlife study of Indiana Bats at Freeman Kame Forest Preserve. In 2011 Environmental Solutions & Innovations was hired by the District to sample bats at several preserves including Freeman Kame. After analyzing specialized audio recordings for bat calls, it was revealed that Indiana Bats were present at Freeman Kame. This is significant as Indiana Bats are a federally endangered species and if they are found on District land, tree cutting and future land management work may need to be modified. The RFP was sent out to 9 contractors with 5 responding. The proposal that was deemed most qualified was from Environmental Solutions & Innovations of Cincinnati, Ohio in the amount of \$17,100. This project is significant as not only recognizing the rarity of this animal as a federally endangered species, but if indeed it is found on district lands, timelines and scope of tree cutting and future land management work at Freeman will need to be adjusted.

-Motion by Commissioner Kenyon, seconded by Commissioner Davoust, to approve the proposal from Environmental Solutions & Innovations of Cincinnati, Ohio in the amount of \$17,100 for the wildlife study of Indiana Bats at Freeman Kame Forest Preserve; motion carried.

- **PRESENTATION OF AN AGREEMENT RENEWAL WITH THE VILLAGE OF SOUTH ELGIN FOR USE OF THE BREWSTER CREEK LODGE:** Executive Director Meyers presented a renewal for a 3-year license agreement with the Village of South Elgin for the use of the building and grounds at Brewster Creek Lodge Forest Preserve. In 2010 an agreement was approved with the Village of South Elgin's Parks and Recreation Department to use the lodge, building and grounds for their programs for a period of 3 years. The basic terms of the agreement are:
 - The agreement is for 3 years
 - The Village will pay for room rentals at a 20% discount off the published rates
 - The District will supply the Village with a schedule of available rental dates. The Village will then request preliminary rentals to be reserved in the Brewster calendar. Cancellation guidelines have been included.
 - The Village will be provided storage space at the lodge for equipment and supplies
 - The Village will be responsible for a portion of the maintenance and repair costs of the premises. During the initial year, \$3,000 will be paid upon execution of the agreement. In subsequent years, the Village will pay a fee based on the percentage of their use of the buildings and grounds.

-Motion by Commissioner Kenyon, seconded by Commissioner Auger, to approve the agreement with the Village of South Elgin for use of the Brewster Creek Lodge; motion carried.

NEW AND UNFINISHED BUSINESS:

- **PRESENTATION OF RESOLUTION FOR THE ANNUAL APPROVAL OF DEPOSITORIES:** Director Stanish presented the Resolution for the Annual Approval of Depositories.

-Motion by Commissioner Vazquez, seconded by Commissioner Wojnicki, to approve the annual depositories. Commissioners voting in the affirmative: Allan, Auger, Davoust, Donahue, Ford, Frasz, Gillam, Lewis, Vazquez and Wojnicki. Commissioner Kenyon abstained; motion carried.

ATTACHMENTS:

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

-Motion by Commissioner Allan, seconded by Commissioner Vazquez, to put on file the Fox River Trust Report and the Revenue and Expense Report; motion carried.

EXECUTIVE SESSION:

President Hoscheit called for a motion to enter into Executive Session to discuss Land Acquisition and Contracts.

-Motion by Commissioner Ford, seconded by Commissioner Auger, to enter into Executive Session to discuss Land Acquisition and Contracts. Commissioners voting in the affirmative: Allan, Auger, Davoust, Donahue, Ford, Frasz, Gillam, Kenyon, Lewis, Vazquez and Wojnicki; motion carried.

-Motion By Commissioner Vazquez, seconded by Commissioner Wojnicki, to exit Executive Session; Motion carried.

President Hoscheit called for a motion to move to the Commission the acquisition of the Travis property, located in Rutland Township.

-Motion by Commissioner Allan, seconded by Commissioner Ford, to move to the Commission the acquisition of the Travis property, located in Rutland Township; motion carried.

Commissioner Comments:

Commissioner Lewis asked how the District was going to handle the County's request to bury remains in the cemetery adjacent to the Jail. This will be discussed further at Planning and Utilization.

Commissioner Ford asked about the 1st Tee project. Staff responded stating that they are still working with the County and the design engineer who is corresponding with 1st Tee.

Director Metanchuk announced that 400 people attended the Maple Sugaring that was held at Johnson's Mound. The Legislative Breakfast will be held Monday, March 11, 2013 in the Auditorium in Building A at the County.

President Hoscheit reminded everyone that the Legislative Breakfast was Monday and that it is a good place to thank the legislators for all their hard work in keeping the OSLAD Funds in the state budget. The District has been very successful in receiving grants for acquisitions and projects along with joint projects with other agencies.

Commissioner Kenyon reminded everyone that the 4-H representatives will be attending the Commission meeting this month. He asked if staff could bring information / handouts on coyotes for the students.

ADJOURNMENT:

There being no further business to come before the Committee, the meeting was duly adjourned on a motion by Commissioner Davoust, seconded by Commissioner Vazquez to 8:30 a.m. on Friday, April 5, 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