



## FOREST PRESERVE DISTRICT OF KANE COUNTY

### FINANCE AND ADMINISTRATION COMMITTEE MINUTES

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#### I. Call to Order

The Finance and Administration Committee meeting was held Tuesday January 24, 2017 at 2:00 PM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by Chairman Mark Davoust at 2:00 PM.

#### Members Present:

Attendee Name	Title	Status
Theresa Barreiro	Commissioner	Present
Brian Dahl	Commissioner	Absent
Mark Davoust	Chairman	Present
Rebecca Gillam	Commissioner	Present
John Hoscheit	Commissioner	Present
Don Ishmael	Commissioner	Present
Michael Kenyon	President	Present
Bill Lenert	Commissioner	Present
Philip Lewis	Secretary	Absent
John Martin	Commissioner	Present
Penny Wegman	Commissioner	Absent

#### Others Present:

Greg Martin of Martin Designs and Tom Huddleston of Huddleston McBride Drainage

**Staff 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. Minutes for Approval

##### Forest Preserve, Finance Committee Meeting - Nov 29, 2016 2:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Don Ishmael, Commissioner
<b>SECONDER:</b>	Rebecca Gillam, Commissioner
<b>AYES:</b>	Theresa Barreiro, Mark Davoust, Rebecca Gillam, John Hoscheit, Don Ishmael, Michael Kenyon, Bill Lenert, John Martin
<b>ABSENT:</b>	Brian Dahl, Philip Lewis, Penny Wegman

#### III. Public Comment (Each speaker is limited to three minutes) *None.*

**IV. New and Unfinished Business**

**A. Presentation and Approval of the Executive Session Minutes from April 2016 through December 2016**

*Executive Session from February 23, 2016 have been released. Executive session minutes from April 26, 2016 remain with redactions.*

**DISCUSSION:** *None.*

<b>RESULT:</b>	<b>ACCEPTED AND PLACED ON FILE</b>
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**B. 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 EXECUTIVE COMMITTEE 2/3/2017 8:30 AM</b>
<b>MOVER:</b>	John Martin, Commissioner
<b>SECONDER:</b>	John Hoscheit, Commissioner
<b>AYES:</b>	Theresa Barreiro, Mark Davoust, Rebecca Gillam, John Hoscheit, Don Ishmael, Michael Kenyon Bill Lenert, John Martin
<b>ABSENT:</b>	Brian Dahl, Philip Lewis, Penny Wegman

**C. Presentation of the Muirhead Springs Forest Preserve Wetland Development Plan**

Director Culp presented a short slide show of the benefits and potential for the proposed mitigation bank on the Muirhead Springs Forest Preserve. Mitigation banking is the preservation, enhancement, restoration or creation (PERC) of a wetland, stream, or habitat conservation area which offsets, or compensates for, expected adverse impacts to similar nearby ecosystems.

A conservation or mitigation bank is privately or publicly owned land managed for its natural resource values. In exchange for permanently protecting, managing, and monitoring the land, the bank sponsor is allowed to sell or transfer habitat credits to permittees who need to satisfy legal requirements and compensate for the environmental impacts of developmental projects.

The District is required to perform mitigation on numerous projects as it constructs amenities; mainly trails, within and around wetlands, streams, and habitat conservation areas. A District owned and managed bank will save District funds and be a means to develop natural areas most cost effectively.

**Proposed Mitigation Credits**

Activity	Acreage	Mitigation Multiplier	Mitigation Credits
Wetland Creation	<b>152</b>	<b>100%</b>	<b>152</b>
Stream Wetland	<b>17</b>	<b>100%</b>	<b>17</b>
Wetland Buffer	<b>55</b>	<b>25%</b>	<b>13.75</b>
NEIWCA Wetlands	<b>64</b>	<b>0%</b>	<b>0</b>
Total	288		182.75

The potential revenue versus the costs to set the bank up would be as an example:

The revenues for the various mitigation varies. Wetland and Buffer have an approximate current market value of \$100,000 per acre while stream is valued at \$120,000 per acre. Potential bank credits (revenue) would be \$18,615,000 while costs for the two phase approach, 5 year maintenance and contingencies would be \$3,891,938. Thus the net proceeds would be approximately \$11,723,063 over the life of the bank.

A few preserves are being reviewed at this time for the wetland bank. The preserves under consideration have hydric soils and were historically wet prior to the installation of farm tiles.

At this time, the prospectus has been completed and will be sent to the Army Corps of Engineers for a 30-day review. Once approved by the Army Corps of Engineers, the District will have 182 acres of credits that can be used or sold. The plan is to sell 10% up front and use these funds to build the majority of the wetlands and continue to sell the credits to pay for the rest of the mitigation work and long term maintenance. Staff is seeking concurrence with the project and approval to move forward with the Army Corps submittal and review.

**RESULT: NO VOTE REQUIRED. DIRECTION GIVEN TO CONTINUE PROGRESS**

#### D. Presentation and Approval of the Settler's Hill Concept Plan Changes

Mr. Greg Martin of Martin Design presented the historical and current project plans to the Committee. The originally approved project was to locate the driving range on the current hole #1 and to modify several holes to replace hole #1. The extended plan review by the IEPA and the improved construction market has led to much higher construction costs compared to the original contractor estimates from a few years prior. The project has been recalculated and with the long-term plan being to establish the clubhouse between the current hole #1 green and hole #2 tee the proposed redesign is to position the new driving range east of the planned new parking lot for the future clubhouse. This will bring the project back within budget.

##### Original Cost Estimate

Practice Range Construction \$585,000

- Mobilization
- Erosion Control
- Staking Layout/As-Built
- Clearing & Demolition/Site Preparation
- Earthwork [Lake Dewatering]
- Topsoil Management \*[to be supplied]
- Drainage
- Irrigation\* [hook on to existing system]
- Tee Construction [Grass & All Weather Tee]
- Seed Preparation and Grassing, Sod
- Construction Contingency
- Design, Engineering, Permitting

**DISCUSSION:** *The question before the Committee was to get a consensus for Staff to continue the process and approval for the changes presented.* Commissioner Ishmael asked about the parking lot and also the planned use for the existing club house. Mr. Martin showed the plan for the parking lot and Chairman Davoust explained that the buildings on site have a re-use plan. He also stated that this plan marries well with the County's cross country project. Commissioner Martin added that the plan seems to accommodate more people.

<b>RESULT:</b> <b>ACCEPTED</b>
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#### V. Executive Session to Discuss Land Acquisition, Contracts, Litigation and Personnel

To discuss contracts.

<b>RESULT:</b>	<b>APPROVED BY ROLL CALL VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	John Hoscheit, Commissioner
<b>SECONDER:</b>	John Martin, Commissioner
<b>AYES:</b>	Theresa Barreiro, Mark Davoust, Rebecca Gillam, John Hoscheit, Don Ishmael, Michael Kenyon Bill Lenert, John Martin
<b>ABSENT:</b>	Brian Dahl, Philip Lewis, Penny Wegman

**Exit Executive Session**

**VI. Communications**

There was a brief discussion about the ratio of the referendum monies. It was the consensus of the group to continue with previous investment structure of the large majority of the funding going to be used for land acquisition and some of the funding for larger planned capital initiatives.

**VII. Chairman's Comments** *None.*

**VIII. Adjournment**

<b>RESULT:</b>	<b>APPROVED WITH VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Don Ishmael, Commissioner
<b>SECONDER:</b>	Rebecca Gillam, Commissioner
<b>AYES:</b>	Theresa Barreiro, Mark Davoust, Rebecca Gillam, John Hoscheit, Don Ishmael, Michael Kenyon Bill Lenert, John Martin
<b>ABSENT:</b>	Brian Dahl, Philip Lewis, Penny Wegman

Mark Davoust, Chairman  
Finance and Administration Committee  
Forest Preserve District of Kane County

Adjournment until: Monday, February 27\*, 2017 at 2:00 p.m.  
Forest Preserve District Administration Offices  
1996 S. Kirk Road, Suite 320 Geneva, Illinois

\* *Please Note Day Change*

Respectfully Submitted,

*Ellen J. Maglio*

Recording Secretary