



## FOREST PRESERVE DISTRICT OF KANE COUNTY

### PLANNING AND UTILIZATION COMMITTEE MINUTES

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#### I. Call to Order

The Planning and Utilization Committee meeting was held Thursday, August 25, 2016 at 9:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by Chairman Rebecca Gillam at 9:30 AM.

#### Members Present:

Attendee Name	Title	Status	Arrived
Michael Kenyon	President	Present	
Rebecca Gillam	Chairman	Present	
Deborah Allan	Commissioner	Present	
Margaret Auger	Commissioner	Present	
Theresa Barreiro	Commissioner	Absent	
Brian Dahl	Commissioner	Absent	
Drew Frasz	Commissioner	Absent	
Joseph Haimann	Commissioner	Absent	
Kurt R. Kojzarek	Commissioner	Present	
Philip Lewis	Commissioner	Present	
Thomas Smith	Commissioner	Present	
Barbara Wojnicki	Commissioner	Absent	

#### Others Present:

Other Commissioners Present: Mark Davoust and John Martin.

Ken J. 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, Police Chief, Brittany Kovach, Community Affairs Specialist, Michele Springer, Planner, Jerry Hodge, Attorney, Ellen J. Maglio, Recording Secretary

#### II. Approval of Minutes from May 26, 2016

<b>RESULT:</b>	<b>PLACED ON FILE BY VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Deborah Allan, Commissioner
<b>SECONDER:</b>	Thomas Smith, Commissioner
<b>AYES:</b>	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Kurt R. Kojzarek, Philip Lewis, Thomas Smith
<b>ABSENT:</b>	Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki

**III. Public Comment (Each speaker is limited to three minutes)**

**IV. Bids and Proposals**

**A. Presentation and Approval of a Bid for ADA Accessible Drinking Fountain Project at Various Preserve Locations**

With the passing of the federal 2010 ADA Standards for Accessibility and Design, the District approved funding for the first phase of an extensive ADA evaluation of our facilities in September 2011 and completed the District's full ADA evaluations by 2012. Since completion of the evaluation, the District has been budgeting funds each year and completing needed corrections in the preserves and facilities making more of our amenities accessible. This year a multi-year plan was implemented to complete the ADA requirements in all of the District's picnic areas including making all drinking fountains, hydrants, grills and picnic shelters accessible. The first phase of this year's projects includes plumbing renovations to bring several drinking fountains in compliance with ADA requirements at the following locations:

1. Big Rock Campground
2. Burnidge/Paul Wolf Campground
3. Fabyan West Restroom
4. Freeman Kame/Lodge Camp Tomo Chi-Chi Lodge
5. Grunwald Farms Restrooms
6. Grunwald Farms Maintenance Facility
7. Muirhead Springs Maintenance Facility
8. Tyler Creek Restrooms

Staff prepared a bid for the plumbing renovations at the various sites and sent it out to 20 vendors with one vendor responding. Mendel Plumbing submitted a total bid for all sites in the amount of \$28,625. Staff hosted two pre-bid meetings and one contractor showed up at the first meeting and five showed up at the second. One bidder is not ideal, but Mendel Plumbing has worked on and completed several projects over the years for the District and the bid amount is consistent with the District's estimates.

**DISCUSSION:** *Director Culp explained that at some sites there would be more extensive construction. There were walls to be moved to accommodate the double sink fountains.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE EXECUTIVE COMMITTEE 9/2/2016 8:30 AM</b>
<b>MOVER:</b>	Michael Kenyon, President
<b>SECONDER:</b>	Margaret Auger, Commissioner
<b>AYES:</b>	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Kurt R. Kojzarek, Philip Lewis, Thomas Smith
<b>ABSENT:</b>	Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki

**V. New or Unfinished Business**

**A. Presentation and Approval of an Agreement with the Illinois Department of Transportation (IDOT) for Trail Improvements Along Route 31 from Raceway Woods Forest Preserve to Miller Road**

In 2013, the District was contacted by the Illinois Department of Transportation (IDOT) regarding proposed plans to improve the Miller Road and Route 31 intersection. Staff has been working with IDOT on the proposed improvements including a request for additional Right-of-Way and temporary easements for construction of the improvements. Part of the project also includes the construction of a bike path along Route 31 between Raceway Woods Forest Preserve and Miller Road. The District has agreed to cost share in the bike path construction with the District's share of the bike path estimated at \$8,878. The agreement with IDOT formalizes the cost share agreement for the path. The financial impact related to this agreement is the cost share of \$11,005 which was budgeted in the 2015-16 fiscal year for this project.

***DISCUSSION:** Commissioner Auger asked whether the District was completing the work itself. Director Culp responded that the work was being done by the Illinois Department of Transportation and that the only section of work to be done by the District will be the connection of the trail to the Raceway Woods Forest Preserve. Chairman Gillam asked if the parking lot would be completed. Director Culp stated that the parking lot was to be completed by the District in the future. There was a brief discussion regarding the connection into the Longmeadow Parkway.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE EXECUTIVE COMMITTEE 9/2/2016 8:30 AM</b>
<b>MOVER:</b>	Philip Lewis, Commissioner
<b>SECONDER:</b>	Margaret Auger, Commissioner
<b>AYES:</b>	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Kurt R. Kojzarek, Philip Lewis, Thomas Smith
<b>ABSENT:</b>	Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki

**VI. Executive Session to Discuss Land Acquisition, Contracts, Litigation and Personnel** *None.*

**VII. Communications**

*National Public Lands Day will be held at the Burnidge Forest Preserve on September 24th from 10:00 a.m. to 1:00 p.m.*

*Director Haberthur explained that this year we will have other educational and nature related activities during the event.*

Discussion continued as Commissioner Lewis asked if the seed equipment inventory was adequate for the needs of the department. Director Haberthur responded that yes, the equipment is good, adding that other agencies actually have come to us for assistance with their seeding programs. Commissioner Lewis requested a report detailing the seed yields and process performance at a future meeting.



Chairman Gillam added that she would like to donate Zizia aurea (Golden Alexanders) seed to the District. Director Haberthur thanked her and also stated that seed swapping is done, but it is important to have an idea of where the seed originates from for the best results.

#### VIII. Chairman's Comments

Chairman Gillam reported that she and Pat Chess, Sr. Restoration Technician represented the District's interests at a recent meeting to utilize the former Country Day School property/buildings for a possible Math and Science Academy charter school. There was discussion by architects and school officials. She said that there was a positive reaction to the project, but many financial hurdles to completion.

#### IX. Adjournment

There being no further business to come before the Committee, the meeting was duly adjourned to 9:30 AM on Thursday, September 29, 2016 at Forest Preserve Administrative Offices; 1996 S. Kirk Rd., Geneva, IL 60134.

<b>RESULT:</b>	<b>APPROVED WITH VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Margaret Auger, Commissioner
<b>SECONDER:</b>	Thomas Smith, Commissioner
<b>AYES:</b>	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Kurt R. Kojzarek, Philip Lewis, Thomas Smith
<b>ABSENT:</b>	Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki

Rebecca Gillam, Chairman  
Planning and Utilization Committee  
Forest Preserve District of Kane County

**Adjournment until: Thursday, September 29, 2016 9:30 a.m.**  
**Forest Preserve Administration Offices Board Room**  
**1996 S. Kirk Road, Suite 320 Geneva, IL**

Respectfully Submitted,

*Ellen J. Maglio*

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Recording Secretary