



## 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 Friday January 27, 2017 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 9:45 AM.

**Members Present:**

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

**Others Present:**

Staff: Monica Meyers, Executive Director, 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 Gilloffen, Director of Public Safety, Michele Springer, Planner, Jerry Hodge, Attorney, Ellen J. Maglio, Recording Secretary

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

**III. Presentation and Approval of the Minutes**

**Forest Preserve, Planning and Utilization - Dec 1, 2016 9:30 AM**

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

#### IV. Bids and Proposals

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

In 2012, the concrete bridge that connected the west side of the Fabyan Forest Preserve to the island failed, and was closed and removed in 2014. After removal of the bridge, staff started phase II of the project, which was installing a new bridge and removing the causeway. During the engineering process for the bridge installation and the causeway removal, the District met with the Illinois Department of Natural Resources (IDNR) and secured funding for the removal of the causeway.

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 is 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. 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.

**DISCUSSION:** *None.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE UNANIMOUSLY</b>
<b>TO:</b>	<b>FOREST PRESERVE EXECUTIVE COMMITTEE 2/3/2017 8:30 AM</b>
<b>MOVER:</b>	Drew Frasz, Commissioner
<b>SECONDER:</b>	Philip Lewis, Secretary
<b>AYES:</b>	Margaret Auger, Brian Dahl, Drew Frasz, Rebecca Gillam, Michael Kenyon, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Deborah Allan, Kurt R. Kojzarek, Thomas Smith
<b>AWAY:</b>	Theresa Barreiro

##### 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 \$24,800.00 for the LeRoy Oakes planting and \$12,400.00 for the planting at Kenyon Farm Forest Preserve.

**DISCUSSION:** *Commissioner Frasz stated that the process has evolved into using the balled larger trees from the seedlings as there is a head start and faster results. Chairman Gillam stated that there is a better survival rate for the larger trees.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE UNANIMOUSLY</b>
<b>TO:</b>	<b>FOREST PRESERVE EXECUTIVE COMMITTEE 2/3/2017 8:30 AM</b>
<b>MOVER:</b>	Margaret Auger, Commissioner
<b>SECONDER:</b>	Theresa Barreiro, Commissioner
<b>AYES:</b>	Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Rebecca Gillam, Michael Kenyon, Philip Lewis, Barbara Wojnicki
<b>ABSENT:</b>	Deborah Allan, Kurt R. Kojzarek, Thomas Smith

**V. New or Unfinished Business** *None.*

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

**VII. Communications**

**A. Presentation of the Annual Native Seed Report**

Restoration Ecologist Patrick Chess presented a report on the uses of our native seed, our seed harvests and the savings of using harvested seed.

**DISCUSSION:** *Commissioner Lewis commented on the level of expertise demonstrated by staff was impressive and that the seed collection is one of the District's core competencies. Chairman Gillam mentioned that she has attended a harvest day and that it was fun for all ages. Executive Director Meyers thanked Director Haberthur and Restoration Ecologist Chess for their work with the data tracking and planning. She stated that they were a good team and an asset to the agency.*

<b>RESULT:</b>	<b>WILL BE PRESENTED AT THE FEBRUARY 14, 2017 FULL COMMISSION MEETING</b>
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