



## FOREST PRESERVE DISTRICT OF KANE COUNTY

### PLANNING AND UTILIZATION COMMITTEE MINUTES

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#### I. Call to Order

The Forest Preserve District Planning and Utilization Committee meeting was held Thursday, June 28, 2018 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 9:33 AM.

#### Members Present:

Chairman Rebecca Gillam	Present
Commissioner Deborah Allan	Present
Commissioner Margaret Auger	Present
Commissioner Theresa Barreiro	Absent
Commissioner Ron Ford	Late
Commissioner Drew Frasz	Present
President Michael Kenyon	Present
Secretary Philip Lewis	Absent
Commissioner Jarett Sanchez	Absent
Commissioner Thomas Smith	Absent
Commissioner Barbara Wojnicki	Present

#### Others Present:

Monica Meyers, Executive Director, Ken J. Stanish, Director of Finance, Ben Haberthur, Director of Natural Resources, Laurie Metanchuk, Director of Community Affairs, John Goreth, Director of Operations, Tracey Smith, Director of Human Resources, Mike Gilloppo, Police Chief, Caitlin Rodeghero, Administrative Specialist, Jerry Hodge, Attorney, Ellen J. Maglio, Recording Secretary

#### II. Approval of Minutes from May 24, 2018

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Deborah Allan, Commissioner
<b>SECONDER:</b>	Margaret Auger, Commissioner
<b>AYES:</b>	Deborah Allan, Margaret Auger, Drew Frasz, Rebecca Gillam, Michael Kenyon, Barbara Wojnicki
<b>ABSENT:</b>	Theresa Barreiro, Ron Ford, Philip Lewis, Jarett Sanchez, Thomas Smith

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

#### IV. Bids and Proposals

##### A. Presentation and Approval of a Change Order for the Majestic Oaks Tree Planting Project

In the fall of 2013 staff and volunteers harvested more than 100 pounds of red oak acorns, which yielded 6,000 acorns after cleaning. This was done with the intent of starting truly local trees for future restoration projects and to save the District money.

The lowest qualified bid came from Majestic Oaks of Spring Grove, IL in the amount of \$33,000 to grow a minimum of 2,000 potted oak trees and \$11 for each additional tree grown. This is a multi-year contract with a 50% payment due November 2014 upon inspection of the trees at the one year growth stage. The final payment will be due following delivery of the 2,000 trees in 2015 at 2 years of age. If additional trees are successfully grown over the 2,000 trees, the District holds the right to purchase up to an additional 500 trees at the cost of \$11 each or a total of \$5,500. The total contract price will be \$38,500.

Oak seedlings (2 years of age) are presently used for both small and large-scale reforestation and land restoration projects. From 2007 to 2013 the District purchased 3,000 potted oak seedlings at an average cost of \$12.00 per tree. Many of those trees were installed at the Johnson's Mound and Schweitzer Woods Forest Preserves as part of long-term savanna reforestation efforts. In the next few years, several thousand more trees are needed for both new and on-going reforestation efforts at Johnson's Mound, Fitchie Creek, Bowes Creek Woods and Helm Woods Forest Preserves.

The contract grow was attempted as per the original contract, but tree quality issues resulting from the limited amount of Kane county acorn biomass delivered at the initiation of this project led to the need of substitutions (McHenry county genotypes), an extension of growing time through 2018, and an alteration of the delivery schedule. The District exercised their right to purchase up to an additional 500 trees in 2018. This change order in the amount of \$1,000 is for the final deliveries of 500 trees. The project has now been completed.

**DISCUSSION:** *Commissioner Frasz asked about the size of the purchased trees. Director Haberthur explained that the trees were larger and will have a better survival rate.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 7/6/2018 8:30 AM</b>
<b>MOVER:</b>	Barbara Wojnicki
<b>SECONDER:</b>	Deborah Allan
<b>AYES:</b>	Deborah Allan, Margaret Auger, Drew Frasz, Rebecca Gillam, Michael Kenyon, Barbara Wojnicki
<b>ABSENT:</b>	Theresa Barreiro, Ron Ford, Philip Lewis, Jarett Sanchez, Thomas Smith

**B. Presentation and Approval of an Agreement with Benesch Engineering for Phase III Engineering for the Raymond Street Tunnel Project**

Phase II engineering services for the Raymond Street Tunnel Project are nearing completion. The District will soon have approvals from the ICC and UPRR for the project, completing the Phase II engineering and permitting phase for IDOT to bid and implement construction of the tunnel.

Phase III engineering will include construction observation services. Proposals were sought for these services. Alfred Benesch & Company was selected as the most qualified firm with similar project experience. The Phase III proposal from Alfred Benesch & Company totals \$289,370.74.

As a TAP Grant, IDOT will bid the project and assume the financial payouts for the construction. The District will receive 80% reimbursement of the Phase II and III engineering services as services are completed. The 80% reimbursement totaling \$108,938 for the Phase II engineering has been submitted.

IDOT will invoice the District for our 20% of the construction phase match at various intervals. Engineer's estimate on the construction costs total \$2,334,000. The District's grant match of 20% of the construction is estimated to total \$466,800.

**DISCUSSION:** *Chairman Gillam asked if the remaining budgeted amount will be sufficient for this project to its completion. Executive Director Meyers explained that she thought it would since the budget was based on the engineer's recommendation.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 7/6/2018 8:30 AM</b>
<b>MOVER:</b>	Rebecca Gillam, Chairman
<b>SECONDER:</b>	Margaret Auger, Commissioner
<b>AYES:</b>	Deborah Allan, Margaret Auger, Ron Ford, Drew Frasz, Rebecca Gillam, Michael Kenyon, Barbara Wojnicki
<b>ABSENT:</b>	Theresa Barreiro, Philip Lewis, Jarett Sanchez, Thomas Smith

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

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

**VII. Communications**

Community Affairs Director Metanchuk reported that the Monarchs & Milkweeds program hosted at the Creekbend Nature Center was a great success, with over 700 in attendance. President Kenyon expressed that the butterfly nets that were being handed out was a great idea.

**VIII. Chairman's Comments**

*Commissioner Frasz complimented staff on the dedication program held at the Fabyan Forest Preserve, hosted by the Friends of Fabyan. The cooperation with the volunteer group and their passion and how all have done a great job.*

**IX. Adjournment**

<b>RESULT:</b>	<b>ADJOURNED BY VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Drew Frasz, Commissioner
<b>SECONDER:</b>	Ron Ford, Commissioner
<b>AYES:</b>	Deborah Allan, Margaret Auger, Ron Ford, Drew Frasz, Rebecca Gillam, Michael Kenyon, Barbara Wojnicki
<b>ABSENT:</b>	Theresa Barreiro, Philip Lewis, Jarett Sanchez, Thomas Smith

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

**Adjournment until: Thursday, July 26, 2018 at 9:30 am**  
**Forest Preserve District Administration Offices**  
**1996 S. Kirk Road, Suite 320 Geneva, Illinois**

Respectfully Submitted,

*Ellen J. Maglio*

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Recording Secretary