



FOREST PRESERVE DISTRICT OF KANE COUNTY

PLANNING AND UTILIZATION COMMITTEE MINUTES

I. Call to Order

The Planning and Utilization Committee meeting was held Thursday, June 29, 2017 at 9:50 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 9:50 AM.

Members Present:

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

Others 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. Approval of Minutes from March 24, 2017

RESULT:	ACCEPTED BY VOICE VOTE [UNANIMOUS]
MOVER:	Deborah Allan, Commissioner
SECONDER:	Theresa Barreiro, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Drew Frasz, Rebecca Gillam, Michael Kenyon, Bill Lenert, Thomas Smith, Barbara Wojnicki
ABSENT:	Brian Dahl, Kurt R. Kojzarek, Philip Lewis, Jarett Sanchez

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

IV. Bids and Proposals

A. Presentation and Approval of a Change Order with Champion Paving Corporation for Repaving at the Burnidge Forest Preserve and the Paul Wolff Campground

On October 11, 2016 the Commission approved a contract with Champion Paving in amount of \$256,602 for repaving the entrance road, parking lot and dump station at the Paul Wolff Campground as well as the reconfiguration and paving of the parking lot and sections of the main Burnidge Forest Preserve entrance and roadway. As part of the contract, contingency funds were included for unexpected, unstable soil conditions during excavation in the amount of \$19,913 (\$5,063 for the Paul Wolff Campground section and \$14,850 for the Burnidge Forest Preserve section).

During the excavation, unsuitable soils were revealed in both sections, which required additional excavation and material for a total contingency amount of \$21,726.15 (\$1,419.90 for the Paul Wolff Campground section and \$20,306.25 for the Burnidge Forest Preserve section). This created a shortfall of \$1,813.15 for the project.

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 7/7/2017 8:30 AM
MOVER:	Theresa Barreiro, Commissioner
SECONDER:	Drew Frasz, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Drew Frasz, Rebecca Gillam, Michael Kenyon, Bill Lenert, Thomas Smith, Barbara Wojnicki
ABSENT:	Brian Dahl, Kurt R. Kojzarek, Philip Lewis, Jarett Sanchez

B. Presentation and Approval of a Change Order from Gewalt Hamilton Associates for Engineering Services for the Fabyan Bridge Project

The District has been working on replacing the old concrete bridge at Fabyan Forest Preserve that connects the west side of the river to the Fabyan Island. During the initial stages of the project, the plan was to use two sections of the pedestrian bridge that were removed from the I90 Fox River crossing to replace the bridge.

During the permit review the City of Geneva and the Geneva Fire Department required a bridge that had a 10' width clear to allow emergency vehicles to access the island. The I-90 Fox River spans were only 8' wide. The revised plan will include purchasing a new bridge that will span the full 200' across the river to the island. This will eliminate the need for a center pier and set the abutments back off the river edge to eliminate the need to complete work in the river.

The engineer, Gewalt Hamilton and Associates is requesting a change order in the amount of \$14,000 to complete the drawing changes for the new bridge design. The cost of the project modification including engineering and purchase/installation of the bridge structure has been included in the new budget amount approved by the Commission for FY2017/18. Additionally, the District was awarded a Kane County Riverboat Fund Grant in the amount

of \$81,003 for this project which will be received as a reimbursement following the completion of the project.

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 7/7/2017 8:30 AM
MOVER:	Drew Frasz, Commissioner
SECONDER:	Margaret Auger, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Drew Frasz, Rebecca Gillam, Michael Kenyon, Bill Lenert, Thomas Smith, Barbara Wojnicki
ABSENT:	Brian Dahl, Kurt R. Kojzarek, Philip Lewis, Jarett Sanchez

C. Presentation and Approval of a Bid for the Construction of a Shelter at the Hoscheit Woods Forest Preserve as a Component of the RTP Grant

Hoscheit Woods Forest Preserve is a 163-acre preserve located just north of St Charles along Route 25 in Wayne. The preserve was acquired in 2011, and staff has been working in cooperation with the Wayne Area Conservancy Foundation to prepare plans, begin the restoration of the land and open the preserve to the public. The proposed plans include the installation of a parking area, restroom, picnic shelter and approximately 1.6 miles of trail. The District has received a Recreational Trails Program Grant (RTP) to complete the improvements. The estimated cost of the project is \$230,000 and the grant will reimburse the District up to 80% of the actual cost of the project following completion.

The first bid initiated was for the construction of the picnic shelter, which was publicly advertised and sent to 34 vendors with three vendors responding. The lowest qualified bid was from Hargrave Builders in South Elgin with a bid amount of \$68,950. The District has worked with Hargrave on many projects in the past and is comfortable with the company and the bid amount.

DISCUSSION: Executive Director Meyers explained that the District has received a letter from the DNR to cease the project citing the budget re-appropriation, therefore, the District can not move forward with this bid at this time. There was discussion whether to decline the bid and re-bid at a later date or to just table and if the situation changes in the next 90 days (per bid specs), we can bring forward again.

The consensus of the Committee was to table with the understanding that the bid states we have 90 days for the price to hold and then we would need to re-bid the project component.

RESULT:	TABLED [UNANIMOUS]
TO:	PLANNING AND UTILIZATION COMMITTEE 7/27/2017 9:30 AM
MOVER:	Theresa Barreiro, Commissioner
SECONDER:	Drew Frasz, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Drew Frasz, Rebecca Gillam, Michael Kenyon, Bill Lenert, Thomas Smith, Barbara Wojnicki
ABSENT:	Brian Dahl, Kurt R. Kojzarek, Philip Lewis, Jarett Sanchez

D. Presentation and Approval of a Bid for the Construction of the New Natural Resources Facility at the Mill Creek Greenway

The Commission approved funding in the FY2017/18 budget for the construction of a new Natural Resources Facility at the recently acquired Mill Creek Greenway site at the corner of Route 38 and Brundige Road. The new 6,800 square foot facility will include indoor space for equipment and material storage, work space for repairing equipment, as well as office space for the staff, with current technology to create more efficiencies in work flow.

The bid was publicly advertised and sent to 71 contractors with one contractor responding. Carmichael Construction Inc. of Marengo, submitted a base bid price of \$1,726,874. The contractor also submitted bids for alternate work associated with the project as follows:

Alt #1 Geo Thermal Field expansion	\$ 28,052
Alt #2 Two Additional Skylights in Work Areas	\$ 4,022
Alt #3 Four Additional Skylights in Work Areas	\$ 9,012
Alt #4 Eight Additional Skylights in Work Areas	\$ 13,334
Alt #5 Spray Foam Insulation	No Bid -----
Alt #6 Redwood Lighting System	No Bid -----
Alt #7 Chain Link Fence 8' Black with Gate	\$ 12,000
Allowance for field changes	\$ 10,000

Total Bid including recommended alternates 1, 4, 7 and the allowance for miscellaneous project changes: \$1,790,260

The bid is within the architect's estimate and within the budgeted amount of \$2,217,125. Carmichael Construction Inc. has performed work for the District in the past with satisfactory results. Additionally, references were checked with positive responses.

The balance of the funds within the budget will be used for additional work associated with the construction of the facility including the well, septic, electric service, phone and fiber optic connection, landscaping, and technology installations, as well as the purchase of miscellaneous furniture and equipment.

DISCUSSION: *Commissioner Frasz stated that with the amount of delay that he would support this project moving forward and this bid. Commissioner Wojnicki confirmed that this bid would include the upgrades that were previously discussed and the geothermal. Director Culp affirmed positively.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 7/7/2017 8:30 AM
MOVER:	Margaret Auger, Commissioner
SECONDER:	Drew Frasz, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Drew Frasz, Rebecca Gillam, Michael Kenyon, Bill Lenert, Thomas Smith, Barbara Wojnicki
ABSENT:	Brian Dahl, Kurt R. Kojzarek, Philip Lewis, Jarett Sanchez

V. New or Unfinished Business *None.*

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

VII. Communications

Commissioners Frasz and Wojnicki exit.

A. Presentation of the Progress and Financial Report from All Grass Farms at the Brunner Family Forest Preserve

Director Haberthur presented a slide presentation on the progress of the All Grass Farm operation at the Brunner Family Forest Preserve. He also introduced Cliff McConville its owner/proprietor. The farm has grass fed beef, free range eggs, pastured chicken, vegetables and raw honey for sale. The program began in February of 2015. Financially, the District receives a land use fee on an annual basis and a percentage of gross sales quarterly.

Commissioner Allan exits.

B. Presentation of the 2016/17 Deer Management Program Report

Last season was the 5th year of the program and it has remained safe and successful. Program improvements have been made each year to enhance the harvest success of the program without compromising any safety measures. Previous changes included allowing ground blinds in zones with limited tree cover, removing the “earn a buck” requirement and requiring that a female deer must be harvested before taking a second male deer, and adding a lottery incentive if certain harvest numbers are met by participants.

PROGRAM RESULTS:

- A total of 40 deer were harvested, a slight reduction from the previous year.
- Females comprised 70% of the harvest vs 66% in the previous year.
- All deer that met IDNR criteria were submitted for CWD testing by the hunters.
- CWD was not detected in samples submitted by program participants this season.

2017/2018 PROGRAM:

- The interdepartmental “Hunting Committee” met to evaluate potential improvements to the program.
- The program will continue at the Freeman Kame, Brunner/Fox River Shores West and Big Rock Forest Preserves.
- Minor changes to the program have been made to encourage increased harvest levels and further improve the quality of experience for the participants.

Chairman Gillam stated that she had spoken to a participant that told her it was one of the best run programs. She wanted to pass on that information and express a well done to staff. Executive Director Meyers stated that the goal of the District’s program is population control and the CWD studies are conducted by the DNR.

VIII. Chairman's Comments - *None.*

IX. Adjournment

RESULT:	ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER:	Thomas Smith, Commissioner
SECONDER:	Theresa Barreiro, Commissioner
AYES:	Margaret Auger, Theresa Barreiro, Rebecca Gillam, Michael Kenyon, Bill Lenert, Thomas Smith,
ABSENT:	Deborah Allan, Brian Dahl, Drew Frasz, Kurt R. Kojzarek, Philip Lewis, Jarett Sanchez, Barbara Wojnicki

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

Adjournment until: **Thursday, July 27, 2017 at 9:30 am or immediately following
the Land Acquisition Committee Meeting
Forest Preserve District Administration Offices
1996 S. Kirk Road, Suite 320 Geneva, Illinois**

Respectfully Submitted,

Ellen J. Maglio

Ellen J. Maglio
Recording Secretary