



## 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, March 23, 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 9:30 AM.

##### Members Present:

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

##### Others Present:

Other Commissioners Present: J. Hoscheit, B. Lenert, M. Molina, A. Thomas.

Speaker: Steve Byers, Illinois Nature Preserves Commission.

Staff Present: 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, Anna Marano, Buyer, Tracey Smith, Director of Human Resources, Mike Gilloffo, Police Chief, Dave Petschke, Accounting Manager, Caitlin Rodeghero, Administrative Assistant, Jerry Hodge, Attorney, Ellen J. Maglio, Recording Secretary

#### II. Approval of Minutes from February 23, 2018

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

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

#### IV. Bids and Proposals

##### A. Presentation and Approval of a Bid for Paving of the Shop Yard at the North Operations Maintenance Facility

As part of the 2017/2018 fiscal year budget, the Commission approved funds for the paving of the gravel shop yard at the North Operations Maintenance facility. The scope of this project is to grade the existing gravel, add stone where indicated, or over dig and add stone, where unstable soils are present, install asphalt binder course and final surface course. \$36,500 was budgeted for this project in the 2017/18 FY Budget, based on the original proposals. Through the bid process the allowance for over dig excavation, for possible unsuitable soils was added. The District advertised and sent the bid to 23 vendors with 6 responding. The qualified lowest bidder was Champion Paving Inc. of Hampshire, Illinois, with a base bid of \$36,305. Based on 3,250 square feet of area, for possible unsuitable soils, the over dig allowance cost is \$9,425, for a total project cost of \$45,730. The overage amount of \$9,230 will be taken from the trail resurfacing project savings completed in October 2017. The original budget for the trail resurfacing was \$120,000. A total of \$95,427 was spent on the project, leaving an available balance of \$24,573.

**DISCUSSION:** *President Kenyon asked how old the building and lot were. Executive Director Meyers stated that it was between 7-8 years old. Chairman Gillam added that having the contingencies for the dig allowance, that it was better to be prepared.*

<b>RESULT:</b>	<b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>
<b>TO:</b>	<b>FOREST PRESERVE EXECUTIVE COMMITTEE 4/6/2018 8:30 AM</b>
<b>MOVER:</b>	Brian Dahl, Commissioner
<b>SECONDER:</b>	Drew Frasz, Commissioner
<b>AYES:</b>	Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Rebecca Gillam, Michael Kenyon, Jarett Sanchez
<b>ABSENT:</b>	Deborah Allan, Philip Lewis, Thomas Smith, Barbara Wojnicki

#### V. New or Unfinished Business

##### A. Presentation and Approval of an Intergovernmental Agreement with the Illinois Nature Preserve Commission to Dedicate a Portion of the Raceway Woods Forest Preserve as a Land and Water Reserve

Director Haberthur introduced Steve Byers, from the Illinois Nature Preserve Commission. Mr. Byers made a short presentation regarding the Raceway Woods Forest Preserve and the dedication of lands as a Land and Water Reserve.

He explained that there are over 1,100 acres of Land and Water Preserve lands in Kane County, of which there are nine sites within District preserves. The Land and Water Preserve provides the highest level of protection in Illinois for land of statewide ecological significance. Lands in Kane County include within the Dick Young, Meissner Corron, and the Fox River Forested Fen.

This agreement will conserve the natural habitat and archeological resources and prevent the use of development that would conflict with their protection. The District would still have pre-existing uses of the preserve, will continue adaptive management strategies, monitoring and restoring surface hydrology, maintaining trails and signage, and will continue to sponsor joint events with the Midwest Racing Preservation Association as well collaboration with CAMBr (Chicago Area Mountain Bikers Association).

**RESULT:** **MOVED FORWARD BY VOICE VOTE [UNANIMOUS]**  
**TO:** **FOREST PRESERVE EXECUTIVE COMMITTEE 4/6/2018 8:30 AM**  
**MOVER:** Jarett Sanchez, Commissioner  
**SECONDER:** Margaret Auger, Commissioner  
**AYES:** Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Rebecca Gillam, Michael Kenyon, Jarett Sanchez  
**ABSENT:** Deborah Allan, Philip Lewis, Thomas Smith, Barbara Wojnicki

#### **VI. Closed Session to Discuss Land Acquisition, Contracts, Litigation and Personnel**

Entered into Closed Session at 9:30 AM to discuss contracts and litigation.

**RESULT:** **APPROVED BY ROLL CALL VOTE [UNANIMOUS]**  
**MOVER:** Jarett Sanchez, Commissioner  
**SECONDER:** Margaret Auger, Commissioner  
**AYES:** Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Rebecca Gillam, Michael Kenyon, Jarett Sanchez  
**ABSENT:** Deborah Allan, Philip Lewis, Thomas Smith, Barbara Wojnicki

Returned to Open Session at 10:20 AM

**RESULT:** **APPROVED BY ROLL CALL VOTE [UNANIMOUS]**  
**MOVER:** Brian Dahl, Commissioner  
**SECONDER:** Theresa Barreiro, Commissioner  
**AYES:** Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Rebecca Gillam, Michael Kenyon, Jarett Sanchez  
**ABSENT:** Deborah Allan, Philip Lewis, Thomas Smith, Barbara Wojnicki

#### **VII. Communications**

Earth Day Planting held at the Tomo Chi Chi Knolls FP on Saturday, April 21 from 10 am to 1 pm.  
Open House and Trail Clean Up held at the Creek Bend Nature Center, LeRoy Oakes FP on Sunday, April 22.

**VIII. Chairman's Comments**

Chairman Gillam stated that she attended a burn at the Brunner FP yesterday. It was perfect conditions for a burn. Staff was very accommodating.

**IX. Adjournment**

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

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

**Adjournment until:** **Thursday, April 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