



## 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, October 27, 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 Gillam at 9:30 AM.

#### Members Present:

Attendee Name	Title	Status	Arrived/Departed
Michael Kenyon	President	Present	
Rebecca Gillam	Chairman	Present	
Deborah Allan	Commissioner	Present	9:50 AM departure
Margaret Auger	Commissioner	Present	
Theresa Barreiro	Commissioner	Present	
Brian Dahl	Commissioner	Present	
Drew Frasz	Commissioner	Present	
Joseph Haimann	Commissioner	Present	
Kurt R. Kojzarek	Commissioner	Present	9:50 AM departure
Bill Lenert	Commissioner	Absent	
Philip Lewis	Commissioner	Present	
Thomas Smith	Commissioner	Present	
Barbara Wojnicki	Commissioner	Present	

#### Others Present:

Other Commissioners Present: John Hoscheit.

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 Gilloppo, Police Chief, Jerry Hodge, Attorney, Ellen J. Maglio, Recording Secretary  
Speaker: Nate Sumner, Operations Manager Heritage Prairie Farm

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

Speaker: Nate Sumner, Operations Manager of the Heritage Prairie Farm. Mr. Sumner expressed his concerns with regards to the proposed Natural Resources building and site plan.

### III. Approval of Minutes from September 29, 2016

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

### IV. Bids and Proposals

#### **Presentation and Approval of a Bid to Purchase Seed for Use by the Natural Resources Department for Natural Areas Restoration**

This year's seed bid was written a little different than in year's past. We took a project-driven approach this year. All of the seed specified in our bid is slated to go onto the ground this winter to support ongoing restoration projects.

The bid was advertised and sent to 17 vendors. The bid had five options correlating with the five mixes/projects briefly described below:

**Option 1:** Burlington Seed Mix - An 80 species new prairie mix slated for a 30-acre field at the Burlington Prairie Forest Preserve.

**Option 2:** Matrix Seed Mix - A broad application 24 species savanna mix to be used as ground cover in winter 2016/17 staff clearing projects.

**Option 3:** Woodland Enhancement Mix - A 29 species woodland ground cover mix to follow our woodland clearing contracts primarily at the Freeman Kame Meagher Forest Preserve at the south end of the preserve.

**Option 4:** NAWCA Pingree Mix - A 115 species wet prairie mix to support the wetland restoration project at the Pingree Grove Forest Preserve.

**Option 5:** NFWF Freeman Mix - A 112 species pollinator/prairie mix to establish new monarch habitat at the Freeman Kame-Meagher Forest Preserve at the north end of the preserve.

Only one bidder (Shooting Star Native Seeds) provided quotes for every mix. Genesis Nursery bid on only one option, Option 2. The lowest qualified bid for Options 1,3,4 and 5 was Shooting Star Native Seeds of Spring Grove, MN in the amount of \$ 104,350. The lowest qualified bid for Option 2 was Genesis Nursery of Tampico, IL in the amount of \$12,821.56. The cost for all options (1-5) is \$117,171.56.

Funds totaling \$60,000 were budgeted in the General Fund for native seed purchase in the 2016/17 Fiscal Year. Additional funds totaling \$50,000 were budgeted in Construction and Development Fund for the Freeman Kame NFWF and Pingree Grove NAWCA grant projects.

Sufficient funds totaling \$35,821.56 are available in the Native Seed Account # 01-31-31-6035 for the purchase of Options 1 and 2.

Funds totaling \$20,000 were budgeted in the 2016/17 Fiscal Year for Parkland Tree Revitalization. Sufficient funds are available in the Parkland Tree Revitalization Account to cover \$7,171.56 of the \$11,050 cost of the Option 3: Woodland Enhancement Mix. Funds totaling \$60,000 were budgeted in the 2016/17 Fiscal Year for native seed purchase. Sufficient funds totaling \$24,178 are available in Natural Resources Native Seed Account to cover the remaining project balance of \$3,878.44.

NAWCA Grant funds totaling \$55,265 were budgeted in the 2016/17 fiscal year for wetland and upland restoration at the Pingree Grove Forest Preserve. Sufficient funds are available in the Natural Resources Restoration Account #03-31-31-7060 (project 20104) to cover \$30,000 of the \$31,300 cost of the Option 4: NAWCA Pingree Mix. Funds totaling \$60,000 were budgeted in the 2016/17 fiscal year for native seed purchase. Sufficient funds totaling \$20,300 are available in Natural Resources Native Seed Account #01-31-31-6035 to cover the remaining project balance of \$1,300.

NFWF Grant funds totaling \$20,000 were budgeted in the 2016/17 fiscal year for new prairie construction at the Freeman Kame Meagher Forest Preserve. Sufficient funds are available in the Natural Resources Restoration Account #03-31-31-7060 (project 20401) to cover \$20,000 of the \$39,000 cost of the Option 5: NFWF Freeman Mix. Funds totaling \$60,000 were budgeted in the 2016/17 Fiscal Year for native seed purchase. Sufficient funds totaling \$19,000 are available in Natural Resources Native Seed Account #01-31-31-6035 to cover the remaining project balance of \$19,000.

**Summary Table of Financial Impact**

	01-31-31-6035: Native Seed \$60,000.00	01-31-31-7065: Parkland Tree Revitalization \$20,000.00	03-31-31-7060: NFWF \$20,000.00	03-31-31-7060: NAWCA \$30,000.00
<b>Option 1: Burlington</b>	\$23,000.00			
<b>Option 2: Matrix</b>	\$12,821.56			
<b>Option 3: Woodland</b>	\$ 3,878.44	\$ 7,171.56		
<b>Option 4: NAWCA</b>	\$ 1,300.00			\$30,000.00

**DISCUSSION:** *Commissioner Kojzarek asked if the bid award was split. Director Haberthur explained that the bids specs detailed the requirements. He went on to explain that there is a greater demand for pollinator mix by the Federal government for their CRP. Commissioner Frasz asked about the use of this seed for the restoration of lands not specified and about what is used in the planned conversion of agricultural lands back to prairie. Director Haberthur explained that the Matrix of Option 2 in the bid would be used as a broad spectrum savanna mix to be used for ground cover in winter clearing projects. He also explained that the annual transition of approximately 200 acres has been suspended because of the levy freeze. There was further discussion regarding the need to adhere to our mission and this discussion will be held during the next fiscal year budget process.*

**RESULT:** **MOVED FORWARD BY VOICE VOTE [UNANIMOUS]**  
**TO:** **FOREST PRESERVE EXECUTIVE COMMITTEE 11/4/2016 8:30 AM**  
**MOVER:** Kurt R. Kojzarek, Commissioner  
**SECONDER:** Theresa Barreiro, Commissioner  
**AYES:** Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Theresa Barreiro, Brian Dahl, Drew Frasz, Joseph Haimann, Kurt R. Kojzarek, Philip Lewis, Thomas Smith, Barbara Wojnicki  
**ABSENT:** Bill Lenert

**V. New or Unfinished Business**

**Presentation and Approval of the Site Concept Plan with Regards to the Buildings on the Natural Resources Site at Mill Creek Greenway**

On October 10th, the Planning and Utilization and the Land Acquisition Committee toured the newest property acquisition, the Millcreek Greenway in St. Charles. The group was to gain familiarity with the property and its structures. No business was conducted. The discussion today, began with a brief slide presentation of the site plan for the Natural Resources building by Director Culp. He said there would be a change order that would be brought forward to the Committee for approval of the architectural realignment. He also said that more engineering would also need to be completed.

**DISCUSSION:** *Several Commissioners commented on the Rustic Road program and that Pouley Road is part of that program. They also were concerned about the entrance location onto Pouley Road. Director Culp explained that the entrance is there because it is utilizing the current farm lane. There is a safety concern with the line of sight onto Route 38 and the traffic. There was further discussion about pushing the building further into the lot but the concern about vandalism with an unlit, unoccupied building. Director Culp stated that he would reassess the plan.*

*The discussion then turned to the structures on the site. The site has six structures. These are a tri-level residence, a brick 4-square residence, a "coop" house, a 1940's era residence, a garage, and the barn. It was agreed that none of the buildings would meet any of the staff residence requirements and that none of them would be cost effective to convert to a public use. The barn was then discussed. Several Commissioners felt that the barn has cultural value to the area and that the District has found a use for the other barn at the Brunner Family Forest Preserve, so it may be able to be used in the same fashion. Director Culp then explained the evaluation that was completed and the approximate costs involved in renovating the barn. The foundation and roof would need approximately \$300K of work to make the structure safe for use. There would be an additional \$300K required to bring the building up to par with the ADA and other public use requirements. The roof replacement would also require a full review of asbestos removal and lead abatement. Further discussion followed. The Committee recognized the barn for its historic and cultural value while conceding that there are limited resources and that the District has already suspended the restoration of agriculture to prairie because of cost constraints. Chairman Gillam then proposed through a motion that at this time the Committee would retain the barn and two silos currently on the property. This motion was seconded by Commissioner Lewis.*

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

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


**VII. Communications**

**Presentation of the 2016 Fall Burn List and Burn Program Update**

Last spring was a safe and successful burn season. A total of approximately 1,100 acres were burned at 14 different preserves spread out over 21 separate burns. Of note was the 417 acres that were blackened on the west side of Dick Young Forest Preserve. 36 employees participated in at least one burn last spring.

**DATE: February 8, 2016 Update FINAL October 27, 2016**


**SUBJECT: Spring 2016 Prescribed Burns**


Listed here are sites that were targeted for the Spring burn season. Burns are typically scheduled at sites where seeding or intensive invasive control is planned.  symbol indicates part of the site is an Illinois State Nature Preserve.

**Grassland/Wetlands -- in order of priority**












-  LeRoy Oakes - B5, B6, B7 (25, 11, 12ac)
  - o **Partial 22 acres completed**
-  Dick Young - B7 & B8 (139 & 164 ac)
  - o **Completed**
-  Burlington Prairie - B2 (105 ac)
  - o **Completed**
-  Almon Underwood B1 (16 ac)
  - o **Completed**
-  Johnson's Mound - B3 (105 ac)
  - o **Completed**
- Muirhead Springs - B2 (64 ac)
  - o **Partial 15 acres completed**
- Fitchie Creek - Woods - B1 (61 ac)
  - o **Completed**
- Great Western Trail-Brown Rd/Campton Trails B1 (5 ac)
  - o **Completed**
- Hannaford Woods - B2 (86 ac)
  - o **Completed**
- Mill Creek - Wenmoth B1 (68 ac)
  - o **Not completed**

**Woodlands -- in order of priority**

-  Helm Woods - B1, B3 (55, 27 ac)
  - o **Not completed**
- Burnidge - B1b, B6, B9 (68, 29, 37 ac)
  - o **Completed**
- Hannaford Woods - B1 (49 ac)
  - o **Completed**
- Blackberry Maples - B3 & B4 (79 & 37 ac)
  - o **Not completed**
- Fitchie Creek Woods- B3 (93 ac)
  - o **Completed**
- Hampshire - B2 (50 ac)
  - o **Partial 38 acres completed**
- LeRoy Oakes - B2 (46 ac)
  - o **Completed**
- Fabyan East - B1 (12 ac)
  - o **Completed**
- Fabyan West - B4 (2 ac)
  - o **Completed**

Listed here are sites targeted for the upcoming Fall burn season. Burns are typically scheduled at sites where seeding or intensive invasive control is planned.  symbol indicates part of the site is an Illinois State Nature Preserve. \* indicates a new burn unit.

**GRASSLAND/WETLANDS**

- Pingree B5 (57 ac)
- Braeburn (bulge) B1(4 ac)\*
-  Dick Young B1, B2, B3 (200 ac)
-  Forested Fen B1 (12 ac)
-  Burlington B1 & B3(85 ac)\*
-  LeRoy Oakes B9(31 ac)\*
- Hoscheit Woods B1(22 ac)\*
- Raymond St. B1(1 ac)\*
- Mill Creek B1 (68 ac)
- Burnidge B13 (34 ac)
- Mill Creek (Leas of Geneva) B3(10 ac)\*
- Lone Grove B1 (24 ac)
-  LeRoy Oakes B5 (25 ac)
- Big Rock B5, B6 (65 ac)
- GWT - Rte. 64 Triangle B1 (2 ac)
- LeRoy Oakes (Renaux Manor) B10(6 ac)\*
-  LeRoy Oakes B6 (11 ac)
-  Almon Underwood B1 (16 ac)
-  Dick Young B7, B8 (300 ac)
-  Freeman Kame B2 (36 ac)
-  LeRoy Oakes B3 (37 ac)
-  Bliss Woods B4 (3 ac)
- Tekakwitha B1\* (west prairie) (7 ac)
- Aurora West B1 (101 ac)
- Hannaford Woods B4\*(33 ac)
- Culver (Aurora West B4) (66 ac)
- Hampshire B1, B3 (32 ac)\*

**WOODLANDS**

- Pingree B2 (18 ac)
- Lone Grove B3 (10 ac)
- Blackberry Maples B3, B4 (86 ac)
- Freeman South (Tomo) B4 (75 ac)
- Freeman Kame B3 (113 ac)
- Fabyan B1 (20 ac)
- Burnidge B6, B9 (49 ac)
-  Bliss Woods B3 (19 ac)
- Hannaford Woods B1 (33 ac)
- Tyler Creek B1, B2 (20

**RESULT:           ACCEPTED**

**VIII. Chairman's Comments - Announcements and Upcoming Events**

*\*Please note: Next meeting in December - No meeting in November*

**IX. Adjournment**

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

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

**Adjournment until: Thursday, \*December 1, 2016 9:30 a.m.**  
**Forest Preserve Administration Offices Board Room**  
**1996 S. Kirk Road, Suite 320 Geneva, IL**

Respectfully Submitted,

*Ellen J. Maglio*

Ellen J. Maglio  
Recording Secretary