



FOREST PRESERVE DISTRICT OF KANE COUNTY

PLANNING AND UTILIZATION COMMITTEE MINUTES

I. Call to Order

The Planning and Utilization Committee meeting was held Thursday September 29, 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 Rebecca Gillam at 9:50 AM.

Members Present:

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

Others Commissioners Present: John Martin.

Other Present: Monica Meyers, Executive Director, Ken J. Stanish, Director of Finance, Ben Habarthur, 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, Police Chief, Ellen Maglio, Recording Secretary

Presenters: Roy Domazlicky, Illinois Department of Natural Resources and Dan Ludwig, Illinois Department of Natural Resources.

II. Public Comment (Each speaker is limited to three minutes) *None.*

III. Approval of Minutes from August 25, 2016

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

IV. Bids and Proposals

A. Presentation and Approval of Replacement of Two Vehicles for the Public Safety Department

Squad 200, a 2008 Explorer and squad 214, a 2010 Explorer both presently have over 120,000 miles. Two Chevrolet Tahoe police vehicles will be purchased under the Suburban Purchasing Cooperative bid #147 from Currie Motors of Forest Park, IL, in the amount of \$76,496.90 with factory equipment. Additionally, new equipment and labor to switch over reusable equipment from the retired vehicles by Communications Direct of Batavia, IL is \$9,944.20 for both vehicles. Funds totaling \$87,800 were budgeted for this expense of vehicles and installation totaling \$86,441.10.

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 10/7/2016 8:30 AM
MOVER:	Joseph Haimann, Commissioner
SECONDER:	Brian Dahl, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Kurt R. Kojzarek, Philip Lewis, Thomas Smith

B. Presentation and Approval of a Bid for Paving of the Johnson's Mound and Fabyan Pathway Projects

This year a multi-year ADA improvement plan was implemented to complete the ADA requirements in all of the District's picnic areas including making all drinking fountains, hydrants, grills and picnic shelters accessible. This bid includes the construction of an accessible walk at the Johnsons Mound Forest Preserve connecting the parking, restroom, and picnic shelter. Additionally, an accessible walk at Fabyan Forest Preserve (west side) connecting the parking, restroom, shelter and trail access at the boat house.

The bid was sent to 28 vendors with 2 bidders responding. The District prefers to have at least three bidders submit, to be comparable and competitive, but in this case both bidders have worked for the District in the past, and the bid difference between the two was only \$767. The lowest qualified bidder was Evans and Son Inc. of West Chicago with a bid of \$59,204.03. Funds totaling \$100,000 were budgeted for this expense totaling \$59,204.03.

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 10/7/2016 8:30 AM
MOVER:	Deborah Allan, Commissioner
SECONDER:	Drew Frasz, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Kurt R. Kojzarek, Philip Lewis, Thomas Smith

C. Presentation and Approval of a Bid for Brush Clearing at Pingree Grove Forest Preserve in Conjunction with the North American Wetlands Conservation Act (NAWCA) Pingree Wetland Restoration Grant

The Commission approved \$75,000 of funding in the FY2015/16 budget to apply for a North American Wetlands Conservation Act grant (NAWCA) to support both wetland and upland recreation in the 42-acre addition and to conduct wetland enhancements in the original core wetlands. The grant application was submitted in November 2015 and the District was notified of the awarding of the grant in February 2016. The grant contract was provided by USFWS in August 2016.

Project components include drain tile mapping, installation of a water control valve system, giant reed control, native seed purchase and installation, wetland plant installation and large field woody and herbaceous weed control. This wetland creation and enhancement project, in addition to the upland restoration component, will benefit waterfowl, grassland birds, plus an established Blanding's turtle population.

For the woody weed control portion of this restoration, bids were sought for tree and brush clearing across 22.6 acres (Option 1). Bids were also sought for the removal of a 2,600 linear foot tree line (Option 2).

The bid was distributed to sixteen vendors with seven contractors responding. The lowest qualified bid for Option 1 (tree and brush removal) was received from Central Tree of Hoffman Estates in the amount of \$23,450. The lowest qualified bid for Option 2 (tree line removal) was also received from Central Tree of Hoffman Estates in the amount of \$4,700. Total contract cost is \$28,150. The NAWCA grant portion of the project for wetland and upland restoration totals \$16,200 and will be funded from the Natural Resources capital restoration account. The remaining project balance of \$11,950 will be funded from the Natural Resources Tree and Brush Clearing account.

DISCUSSION: *President Kenyon asked how many trees were present and if the trees being removed would be chipped up. Director Haberthur stated that the tree line was scarce but the trees are "scrub" trees non-native species and that they would be chipped up and removed. The area was an old agricultural field that is being restored to wetland.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 10/7/2016 8:30 AM
MOVER:	Deborah Allan, Commissioner
SECONDER:	Joseph Haimann, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Kurt R. Kojzarek, Philip Lewis, Thomas Smith

D. Presentation and Approval of a Bid for Tree Removal at the LeRoy Oakes Forest Preserve

Within the LeRoy Oakes Forest Preserve persists an extremely rare and important prairie relic, south of Dean Street, known as the Murray Prairie. The high quality nature of this three-acre Grade A prairie was recognized by state biologists in the early 1970's and thus served as the benchmark used to grade all other similar prairie areas during the original Illinois Natural Areas Inventory.

Currently, Murray Prairie is constantly at threat of invasive brush and tree encroachment. Staff have been systematically clearing brush out of the prairie and creating a buffer around the highest quality area, most recently with a 2014 winter clearing of about 125 large diameter cotton wood and Norway maple trees.

Staff have been slowly removing invasive trees and brush over the last decade but we have reached a point where the trees to be thinned are too large for staff to safely fell and handle. Funding has been budgeted to hire a qualified firm to selectively cut and remove large trees bordering the high quality prairie and adjoining wetland. The trees are unevenly scattered in an approximately 5.2-acre area. Trees to be removed are primarily large (>20" dbh) Norway maples, cotton woods, and elms. Most of the cut trees will be processed into firewood and delivered to the Grunwald Forest Preserve - South Division's shop; ten full cords of firewood will be produced. This firewood will be used at the campground in the Big Rock Forest Preserve.

The bid was sent to nine vendors with five responding. The lowest qualified bid for tree removal was submitted by Central Tree of Hoffman Estates, in the amount of \$23,880. Two vendors provided quotes for the 10 cords of firewood production and delivery, the lowest qualified bidder was Steve Piper and Sons of Naperville in the amount of \$3,500. Funds totaling \$100,000 were budgeted in the 16/17 fiscal year for the tree thinning. Sufficient funds totaling \$88,050 are available in the Natural Resources Tree and Brush Thinning account to cover the tree removal portion of this bid. Sufficient funds are available in the Operations Department (South Division) account to cover the firewood production and delivery cost. Total project cost is \$27,380.

DISCUSSION: *President Kenyon asked about how many trees would be cut down. Director Haberthur stated that there were about 100 of the Norway maples, too large for staff to cut down.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 10/7/2016 8:30 AM
MOVER:	Joseph Haimann, Commissioner
SECONDER:	Drew Frasz, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Kurt R. Kojzarek, Philip Lewis, Thomas Smith

E. Presentation and Approval of a Bid for the Phase 5 Brush Clearing at Tomo Chi-Chi Knolls Forest Preserve

Oaks are the dominant canopy species across most of the woodland in this preserve, though detailed plant studies conducted by staff indicate oaks are not reproducing as a result of shading by brush, intense deer browse and fire suppression. To promote oak regeneration and to allow reintroduction of native grasses and wild flowers through seeding, stands of brush and invasive trees must be thinned as part of a multi-year and multi-faceted land management program.

This is the fifth phase of the long-term preserve enhancement program, bids for tree and brush thinning across two 15-acre blocks and one 6.3-acre block were sought from contractors. Additionally, a separate firewood production bid was requested for 15 cords of firewood to be split onsite and delivered to the Muirhead Forest Preserve (North Division shop).

The bid was distributed to 21 vendors with 4 contractors responding. The lowest qualified bidder for all options was Central Tree of Hoffman Estates. The bids were as follows:

- Option 1(15.3 acres' tree and brush removal) at **\$57,375.**
- Option 2 (15.0 acres' tree and brush removal) at \$57,000.
- Option 3 (6.3 acres' tree and brush removal) at \$23,940.
- Option 4 (firewood production) at **\$4,500.**

Funds totaling \$100,000 were budgeted in the current fiscal year for tree thinning projects in several preserves including Freeman Kame-Meagher Forest Preserve. The total cost of this project is \$61,875 for both Option 1 and Option 4.

Funds totaling \$100,000 were budgeted in the current fiscal year for tree thinning projects in several preserves including Freeman Kame-Meagher Forest Preserve. Sufficient funds totaling \$64,170 are available in the Natural Resources Tree and Brush Clearing account to cover Option 1 costs totaling \$57,375. Sufficient funds for Option 4 firewood production costs are available in the Operations Department (North Division) account totaling \$4,500. The total contract cost is \$61,875.

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 10/7/2016 8:30 AM
MOVER:	Joseph Haimann, Commissioner
SECONDER:	Margaret Auger, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Kurt R. Kojzarek, Philip Lewis, Thomas Smith

F. Presentation and Approval of a Bid for Pond Management at the Burnidge Pond and Bowes Creek Woods Greenway

The Bowes Creek Greenway is approximately 32 acres situated south of Bowes Road in the Bowes Creek Country Club subdivision. The site contains three large artificial ponds (totaling approximately 8 acres). There are also two smaller degraded ponds at the site (approx. 0.6 acres). The 3 larger ponds experience periodic algal blooms and invasion by aquatic weeds. The residents of Bowes Creek find the algae and aquatic vegetation unsightly and have requested that the portion of their HOA dues that come to the District for the management of this site be used for pond management.

The Burnidge Forest Preserve encompasses 705 acres and is located along Big Timber and Coombs Roads, west of Elgin. Along with the Paul Wolff Campground the most notable natural features of the preserve are the large tallgrass prairie recreations, wetland and woodland restorations. The site also contains two artificially created ponds north of the campground. The larger of the two ponds is a popular spot for campers to fish and recreate. Currently this pond is invaded by aquatic weeds such as elodea and Eurasian water milfoil. The pond also experiences annual algal blooms despite some limited attempts at mechanical aeration. The algae and aquatic vegetation can make recreational fishing at this site challenging to impractical and multiple preserve users have reported that the condition of the pond is aesthetically unsatisfactory.

Bids were sought from qualified firms for three years of consecutive growing season (Apr-Oct) ecological health monitoring and aquatic vegetation management of the three large ponds at Bowes Creek Greenway (Option 1) and at the Burnidge Pond (Option 2). The contract performance standard is to maintain 70% open water within the pond throughout the growing season. Additionally, the aquatic vegetation present within the pond must be comprised of 30% or less exotic species. The bid was distributed to 8 vendors and advertised with 2 contractors responding. The lowest qualified bid for Option 1 (Bowes Creek Greenway) was received from Clarke Aquatic Services of St. Charles, IL in the amount of \$29,400 (\$9,800.00/year). The lowest qualified bid for Option 2 (Burnidge) was also received from Clarke Aquatic Services at \$11,000 (\$3,666.67/year). Funds were budgeted in the 2016/17 fiscal year for donated lands management specific to the Bowes Creek Greenway in the Natural Resources Department for this expense totaling \$29,400 (\$9,800/yr.). Because of the aesthetic and recreational objectives of the pond maintenance at the Burnidge Forest Preserve pond, project costs will be split 50:50 between the Natural Resources Department and the Operations Department for the expense totaling \$11,000 (\$3,667/yr.). Total contract costs are \$40,400 (\$13,466.67/year).

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE Next: 10/7/2016 8:30 AM
MOVER:	Deborah Allan, Commissioner
SECONDER:	Margaret Auger, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Kurt R. Kojzarek, Philip Lewis, Thomas Smith

G. Presentation and Approval of a Bid for the Paving at the Burnidge/Paul Wolff Forest Preserve

Burnidge and Paul Wolff are two of the North Division’s busier preserves. Both of these preserves are very popular for equestrian use, bird viewing, cross country running and skiing, jogging, hiking, walking, and Paul Wolff is one of two locations for primitive and RV camping offered by the District.

The following are the sections of roadway and parking lots budgeted for resurfacing:

Section 1: Paul Wolff Forest Preserve/Campground; main entrance road, parking lot, and the RV dump station. Estimated cost for this section is \$110,000.

Section 2: Burnidge Forest Preserve; center parking lot and a reconfiguration of the intersection connecting the parking lot to the main entry road. The intersection reconfiguring will have the parking lot entry road T into the main drive. This will allow for easier and safer navigation due to current alignment and visibility concerns. Estimated cost for this section is \$123,500.

Section 3: Burnidge Forest Preserve; main entry drive (from Combs Rd.) small sections patching. Resurfacing of two (2) small sections of the roadway that have failed as well as the installation of a culvert with asphalt repair to improve drainage in a small section close to the wetland/pond. This remainder of the roadway is in good shape and these repairs will extend the useful life of the road. Estimated cost for this section is \$26,500.

For all sections, the old asphalt would be ground in place, the grindings recycled and left in place as new base material, the material compacted and graded, and then new paving added with 2-1/4” of binder course asphalt and 1-1/2” of surface course asphalt. All parking spaces will be painted, including handicap stalls and loading/unloading zones. All above items are included in the cost estimates.

Together these options add up to \$260,000. An additional 15% allowance (\$39,000) was added to address any unsuitable soils that are found or other unforeseen circumstances. The final budgeted total is \$299,000.

The bid was advertised and sent to twenty-three vendors with five responding. Champion Paving Corporation from Hampshire, IL, was the lowest qualified bidder at \$256,602.

• Section 1-	\$113,609	Contingency-	\$ 5,063
• Section 2-	\$106,539	Contingency-	\$14,850
• Section 3-	<u>\$ 16,541</u>		
	\$236,689	Subtotal	
	<u>\$ 19,913</u>	Contingency	
	\$256,602 Total		

\$299,000 was budgeted in the 2016/2017 fiscal year for the Burnidge Forest Preserve and Paul Wolff Campground repaving project for this expense totaling \$256,602.

DISCUSSION: *Chairman Gillam asked where the problem areas were more specifically. Director Goreth explained that along the entry drive there were low spots that are also poor soils due to drainage issues.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 10/7/2016 8:30 AM
MOVER:	Drew Frasz, Commissioner
SECONDER:	Joseph Haimann, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Kurt R. Kojzarek, Philip Lewis, Thomas Smith

H. Presentation and Approval of a Bid for a New Truck Lift for the Trades Division of the Operations Department

Funds were approved in the 2016/2017 budget to purchase and install a new 30,000 lb. four post heavy duty truck lift with rolling jack. The 30,000 lb. lift will accommodate all the District's current vehicles from the Ford Explorers to the biggest freightliner dump truck. It is projected to also lift any trucks purchased in the future. This will allow the mechanic to service, repair, and maintain any and all larger vehicles efficiently and safely.

The bid was advertised and sent to eight vendors with three responding. A&L Tools, Inc. from West Chicago, IL was the lowest qualified bid at \$27,999.

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 10/7/2016 8:30 AM
MOVER:	Joseph Haimann, Commissioner
SECONDER:	Deborah Allan, Commissioner
AYES:	Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki
ABSENT:	Theresa Barreiro, Kurt R. Kojzarek, Philip Lewis, Thomas Smith

V. New or Unfinished Business

A. Presentation and Approval of a Request from the Illinois Department of Natural Resources to Perform Deer Disease Management for Chronic Wasting Disease on District Lands

Mr. Roy Domazlicky made a brief presentation to request use of District land to perform deer disease surveillance and management for the CWD program by the Illinois Department of Natural Resources. Mr. Dan Ludwig from the DNR also made some comments. Overall, the program in Illinois has been successful in maintaining the disease prevalence rate to approximately 1%, while states that have done little or nothing to prevent the spread of CWD are experiencing dramatic increases in CWD infection rates on their deer populations since the disease was first discovered. Burlington Prairie has not had a positive in the five-year period, thus it has been removed from request, reducing the overall request down to 130 deer total.

This program has shown to be effective in reducing the instances of positive chronic wasting disease results in Kane County.

2017 Illinois Department of Natural Resources CWD Management Program Request			
Focus Area/Forest Preserves	# of Positives	2016 Approved	2017 Request
NW Kane/East DeKalb			
Burlington Prairie	2 positives (total) 949 acres	10	0
Northeast Kane			
Schweitzer Woods	25 positives (total) 156 acres	10	10
Binnie Woods	170 acres	10	10
		20	20
South Central Kane			
Aurora West	6 positives (total) 714 acres	25	25
Blackberry Maples	153 acres	5	5
Hannaford/Nickels/Bliss Complex	599 acres	25	25
Grunwald Farms	237 acres	10	10
Lake Run	334 acres	5	5
		70	70
North Central Kane			
Bowes Creek	3 positives (total) 249 acres	10	10
Fitchie Creek	466 acres	15	15
Meissner-Corron	620 acres	10	10
Otter Creek	232 acres	5	5
		40	40
		140	130

RESULT: MOVED TO APPROVE DNR REQUEST [UNANIMOUS]
MOVER: Joseph Haimann, Commissioner
SECONDER: Drew Frasz, Commissioner
AYES: Michael Kenyon, Rebecca Gillam, Deborah Allan, Margaret Auger, Brian Dahl, Drew Frasz, Joseph Haimann, Barbara Wojnicki
ABSENT: Theresa Barreiro, Kurt R. Kojzarek, Philip Lewis, Thomas Smith

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

VII. Communications

A. Presentation of the 2016 Mid-Season Campgrounds Report

Director Goreth presented the mid-season campground report. The report represents the first half of the camping season from May 1 to July 31st. The increase in overall occupancy totaling 4.14% and revenue totaling \$16,751 for both campgrounds to date, can be attributed to not only optimal weekend weather but also increased promotions and newly added recreational amenities. The improved weather conditions in the month of June where precipitation was down approximately 5 inches throughout the county compared to the previous year helped with exceptional June campground visits.

Secondly, the ongoing efforts to promote the campgrounds are effectively getting the word out to family campers and camping clubs. Staff attended the Cabela's two-day camping weekend promotion, and Vacation Land open house, where staff operated an information booth to talk with customers, distribute camping brochures and hold a drawing to give away a free camping weekend. Lastly, the new bags area and community fire ring that have been added to each of the campgrounds have been well received additions to the facilities that were low cost initiatives constructed in house.

RESULT: PLACED ON FILE BY VOICE VOTE

VIII. Chairman's Comments - Announcements and Upcoming Events

Upcoming event: Harvest of the Acorn Moon. The event will be held at the Oakhurst Forest Preserve on Sunday, October 2 from 1-4 pm.

IX. Adjournment

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

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

Adjournment until: Thursday, October 27, 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