



FOREST PRESERVE DISTRICT OF KANE COUNTY

EXECUTIVE COMMITTEE MINUTES

I. Call to Order

The Forest Preserve District Executive Committee meeting was held Thursday, April 1, 2021 at 8:30 AM at the Administration Offices located at Kane County Government Center, 719 S. Batavia Ave., Bldg. A, Geneva, IL 60134. The meeting was opened by President Chris Kious at 8:30 AM. Remote=*

Members Present:

Attendee Name:

President Chris Kious
President Pro Tem Mavis Bates
Treasurer Drew Frasz
Secretary Myrna Molina
Commissioner Dale Berman
Commissioner Michael Kenyon
Commissioner John Martin
Commissioner Jarett Sanchez
Commissioner Barb Wojnicki

Status:

Present
Present*
Present*
Present*
Present*
Present
Absent
Present (@ 8:33 a.m.)
Present

Others Present:

Commissioners: Allan*, Brown, Davoust*, Ford*, Gumz*, Strathmann* Tepe*; Exec. Dir. Meyers; CFO Stanish*; Chief of Planning Anderson Jr.*; Dir. of Ops. Goreth*; Dir. of NRM Habarthur* & staff Rodeghero*; Dir. of Comm. Affairs Metanchuk; HR Dir. Yee*; Attorney Hodge*; Recording Secretary Figliozzi; KCIT Peters.

II. Approval of Minutes from March 4, 2021

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Barbara Wojnicki, Commissioner
SECONDER:	Myrna Molina, Commissioner
AYES:	Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Barb Wojnicki
ABSENT:	Jarett Sanchez, John Martin

III. Public Comment (Each Speaker is limited to three minutes)

None.

IV. Presentation and Approval of Bills and Commissioners' Per Diem from March 2021

(Sanchez arrived via zoom @ 8:33 a.m.)

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 4/13/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Michael Kenyon, Commissioner	
SECONDER:	Mavis Bates, Commissioner	
AYES:	Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki	
ABSENT:	John Martin	

V. Finance and Administration

A. Presentation and Approval of an Intergovernmental Agreement Renewal with Kane County Division of Transportation for the Sub-licensing Use of the Cartegraph Asset Management Software

The Forest Preserve District of Kane County staff has been utilizing the Cartegraph software for 3 years. We have been working cooperatively with KDOT on the use of Cartegraph software to help the District manage and maintain District assets. Some of the benefits: have been to inventory assets we have, track what condition they are in and how much they are worth; improve the ability to manage the repair, maintenance, and replacement of all the assets; track work where it gets done in the field with mobile solutions; and use the data to make better decisions regarding long-term planning, capital improvements, and budget requests. The Cartegraph software subscription is structured with KDOT as the main subscription holder and the District is a secondary subscription holder. The District's portion of the 2021-subscription fee is \$21,743.40, 2022-subscription fee is \$22,395.71, and finally 2023-subscription fee is \$23,067.58. KDOT will continue to be the hosting agency for the Cartegraph software.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 4/13/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Michael Kenyon, Commissioner	
SECONDER:	Dale Berman, Commissioner	
AYES:	Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki	
ABSENT:	John Martin	

VI. Land Acquisition

A. Presentation and Approval of an Easement Agreement with NICOR Gas on District Property Along Hughes Road in Blackberry Township

The Forest Preserve District of Kane County was contacted by NICOR and asked to provide an easement along Hughes Road (Muetze acquisition property) in order to supply natural gas to homes located west of the District property. In this area, the District owns to the centerline of the Hughes Road right of way. NICOR has prescriptive easement rights to the right of way area along the road, however an additional 5-foot wide x 58-foot long easement is needed to install a natural gas line off of the road infrastructure. The line would be directional bored under the existing property entrance drive, causing little to no disturbance. The District has determined that the fair market value of this easement would be \$500. The District's legal counsel and NICOR representatives have reviewed the

easement request and property deed.

DISCUSSION: Questions were answered from the Committee.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 4/13/2021 9:00 AM
TO:	Forest Preserve District Commission
MOVER:	Drew Frasz, Commissioner
SECONDER:	Dale Berman, Commissioner
AYES:	Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki
ABSENT:	John Martin

B. Presentation and Approval of an Intergovernmental Agreement with the County of Kane for the Fabyan Parkway Multi-Use Path

The County recently advised the Forest Preserve District of this proposed project. The major improvements to the existing multi-use path are a 3 inch resurfacing and ADA compliant crossings. The County proposes to start the reconstruction in FY2021. The multi-use path is situated on both County owned and District owned property. The proposed easement agreement allows for the County and the District to cooperate among themselves to provide for the County's ongoing maintenance of the multi-use path at the expenses of the County.

DISCUSSION: None

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 4/13/2021 9:00 AM
TO:	Forest Preserve District Commission
MOVER:	Michael Kenyon, Commissioner
SECONDER:	Mavis Bates, Commissioner
AYES:	Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki
ABSENT:	John Martin

VII. Planning & Utilization

A. Presentation and Approval of a Bid for a Maintenance Building Replacement at Hughes Creek Golf Course

In FY 2020/21, the Commission approved the removal of the current maintenance facility at the Hughes Creek Golf Club and the construction of a new maintenance facility. The current structure is currently in the process of being disassembled and removed. A new facility will consist of a 50'x 50' heated portion, with restrooms, office area, breakroom, as well as a maintenance and storage area. The other building will be a 50'x 59' cold-storage structure for equipment and supply storage. The bid was sent to 35 vendors with one responding. The lowest qualified bid was from R.A. Pinno & Sons Construction, Inc. with a base bid price of \$206,800 for the construction of the two buildings. As part of this bid, there were two options for lighted cupolas to be installed on the roof of each structure. The bid price for each cupola was \$3,990, bringing the total price for this project to \$214,780. The remaining funds for this project will be utilized for site preparation, concrete installation and interior construction, which will be completed in-house by District staff.

(Sanchez arrived in person @ 8:42 a.m.)

DISCUSSION: None.

RESULT: MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 4/13/2021 9:00 AM
TO: Forest Preserve District Commission
MOVER: Dale Berman, Commissioner
SECONDER: Barbara Wojnicki, Commissioner
AYES: Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki
ABSENT: John Martin

B. Presentation and Approval of a Bid for Updated Vegetation Inventories at Fourteen Preserves

Funds were requested and approved for contracted wide scale Floristic Quality Assessments (FQA) across the District’s highest quality natural areas. All of the natural areas owned by the Forest Preserve District of Kane County have varying degrees of floristic quality and integrity. Since the degree to which conservative plants are present on a piece of land is a major factor in our management strategy, an assessment method is necessary that can be able to both index the presence of conservative plants and discriminate amongst tracts of land with differing levels of floristic integrity. Hiring contractors to conduct an updated assessment will help us address several issues. The most important of these is determining how the extent of previous management, including controlled burning, cutting brush, weeding, or neglect, has affected floristic quality from the previous assessment. This detail will help inform future management activities and priorities, zeroing in on protecting the highest quality natural areas remaining. The bid was advertised and sent to 45 vendors with 11 responding. JEO Consulting Group, Inc. is a new vendor to the Forest Preserve District. They employ several qualified botanists and have conducted a variety of similar projects, as discovered through a thorough vetting process.

DISCUSSION: None.

RESULT: MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS] Next: 4/13/2021 9:00 AM
TO: Forest Preserve District Commission
MOVER: Drew Frasz, Commissioner
SECONDER: Dale Berman, Commissioner
AYES: Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki
ABSENT: John Martin

VIII. New or Unfinished Business

None.

IX. Closed Session to Discuss Land Acquisition, Contracts, Litigation and Personnel

The Committee moved into Executive Closed Session at 8:45 a.m.

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Barbara Wojnicki, Commissioner
SECONDER: Dale Berman, Commissioner
AYES: Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki
ABSENT: John Martin

The Committee returned to Open Session @ 8:51 a.m. on a motion by Frasz, second by Sanchez, Roll Call Vote was taken, unanimous.

A. Presentation and Approval to Purchase Approximately 79 Acres Adjacent to Binnie Forest Preserve in Rutland Township

DISCUSSION: *None.*

RESULT: MOVED FORWARD BY ROLL CALL VOTE [UNANIMOUS] Next: 4/13/2021 9:00 AM
TO: Forest Preserve District Commission
MOVER: Jarett Sanchez, Commissioner
SECONDER: Drew Frasz, Commissioner
AYES: Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki
ABSENT: John Martin

X. Communications

Community Affairs Dir. Metanchuk promoted the Kane Forest Preserve Foundation Native Plant Sale that will run through April 15, 2021. Pick up day will be May 1st, 2021. Proceeds will go to stocking fish in various preserves in the County.

XI. President's Comments

President Kious noted that the agreement for the All Green Energy option with the electric company was signed yesterday. Commissioner Bates thanked the Forest Preserve staff for all their efforts in providing the most energy efficient options.

XII. Financial Reports

Items A-C under Financial Reports were moved together.

A. Revenue & Expense Report through February 2021

B. Cash & Investment Report: February 2021

C. Bond Investment Analysis Report: February 2021

RESULT: PLACE WRITTEN REPORTS ON FILE [UNANIMOUS]
MOVER: Jarett Sanchez, Commissioner
SECONDER: Michael Kenyon, Commissioner
AYES: Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki
ABSENT: John Martin

XIII. Adjournment

The meeting adjourned at 9:01 a.m.

RESULT:	ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER:	Michael Kenyon, Commissioner
SECONDER:	Jarett Sanchez, Commissioner
AYES:	Mavis Bates, Drew Frasz, Myrna Molina, Dale Berman, Michael Kenyon, Jarett Sanchez, Barb Wojnicki
ABSENT:	John Martin

President Chris Kious, Chairman
Forest Preserve District Executive Committee
Forest Preserve District of Kane County

Adjournment until: Thursday, May 6th, 2021 at 8:30 a.m. via zoom and in person at the Kane County Government Center Bldg. A, 2nd fl. Geneva, Illinois 60134

Respectfully Submitted,

Gabriella Figliozi

Gabriella Figliozi
Recording Secretary