



## FOREST PRESERVE DISTRICT OF KANE COUNTY

### EXECUTIVE COMMITTEE MINUTES

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#### I. Call to Order

The Forest Preserve District Executive Committee meeting was held Friday, July 10, 2020 at 8:30 AM at the Kane County Government Center, 719 S. Batavia Ave., Bldg. A, Geneva, IL 60134. The meeting was opened by President Michael Kenyon at 8:30 AM.

#### Members Present:

<u>Attendee Name:</u>	<u>Status:</u>
President Michael Kenyon	Present
President Pro Tem Mark Davoust	Present
Treasurer Penny Wegman	Present
Commissioner Drew Frasz	Present
Commissioner John Hoscheit	Present
Commissioner Bill Lenert	Present
Commissioner John Martin	Present
Secretary Susan Starrett	Remote
Commissioner Deborah Allan	Remote
Commissioner Theresa Barreiro	Remote

#### Others Present:

Monica Meyers, Executive Director; Ken Anderson, Jr., Chief of Planning and Operations; Ken Stanish, Chief Financial Officer; Michael Gilloffo, Chief of Police; John Goreth, Director of Operations; Ben Haberthur, Director of Natural Resources; Katy Yee, Director of Human Resources; Laurie Metanchuk, Director of Community Affairs; Dave Petschke, Accounting Manager; Jerry Hodge, Attorney; Cait Rodeghero, Recording Secretary

**DISCUSSION:** President Kenyon welcomed Katy Yee, the District's new Human Resources Director.

#### II. Approval of Minutes from June 5, 2020

<b>RESULT:</b>	<b>APPROVED BY ROLL CALL VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Bill Lenert, Commissioner
<b>SECONDER:</b>	Drew Frasz, Commissioner
<b>AYES:</b>	Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, Bill Lenert, John Martin
<b>ABSENT:</b>	John Hoscheit

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

*None.*

#### IV. Presentation and Approval of Bills and Commissioners' Per Diem from June 2020

**DISCUSSION:** Amendment to be made to Commissioners' Per Diem to include missing Commissioner, Mark Davoust, who attended the June Land Acquisition Committee and Executive Committee meetings.

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]</b> Next: 7/14/2020 9:00 AM
<b>TO:</b>	Forest Preserve District Commission
<b>MOVER:</b>	Susan Starrett, Secretary
<b>SECONDER:</b>	Bill Lenert, Commissioner
<b>AYES:</b>	Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, Bill Lenert, John Martin
<b>ABSENT:</b>	John Hoscheit

#### V. Finance and Administration

##### A. Presentation and Approval of a Contract Extension with Waste Management Inc.

In 2017, the District partnered with the County to be included in their bidding process for refuse and recycling services. The original contract was for three years, and the bid included an additional three one-year options, if both parties agree. Every location that has a refuse container is listed as an on-call service for Waste Management. This means that they will not pick-up the refuse until the District calls and requests service. This helps reduce costs since scheduling automatic pick-ups is not always necessary, depending on the use at the various preserves.

**DISCUSSION:** None.

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]</b> Next: 7/14/2020 9:00 AM
<b>TO:</b>	Forest Preserve District Commission
<b>MOVER:</b>	John Martin, Commissioner
<b>SECONDER:</b>	Drew Frasz, Commissioner
<b>AYES:</b>	Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, Bill Lenert, John Martin
<b>ABSENT:</b>	John Hoscheit

##### B. Presentation and Approval of a Request to Change the Illinois Municipal Retirement Fund (IMRF) Authorized Agent for the District

As of Monday, July 6, the District's new Director of Human Resources is Katy Yee. One of the Director of Human Resources' responsibilities is to serve as the Forest Preserve District's authorized agent for IMRF.

In accordance with IMRF procedure, it is necessary to formalize this appointment through Commission resolution.

**DISCUSSION:** None.

**RESULT:**            **MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]**    **Next: 7/14/2020 9:00 AM**  
**TO:**                    Executive Committee  
**MOVER:**             Mark Davoust, President Pro Tem  
**SECONDER:**        Drew Frasz, Commissioner  
**AYES:**                Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, Bill Lenert, John Martin  
**ABSENT:**             John Hoscheit

## VI. Land Acquisition

### A. Presentation and Approval of the Purchase of 24.94 Acres Adjacent to the Johnson's Mound Forest Preserve in Blackberry Township

**DISCUSSION:** *None.*

**RESULT:**            **MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]**    **Next: 7/14/2020 9:00 AM**  
**TO:**                    Executive Committee  
**MOVER:**             Drew Frasz, Commissioner  
**SECONDER:**        Bill Lenert, Commissioner  
**AYES:**                Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Theresa Barreiro, Drew Frasz, John Hoscheit, Bill Lenert, John Martin  
**ABSENT:**             Deborah Allan

## VII. Planning & Utilization

### A. Presentation and Approval of an Amendment to the Agreement with the Illinois Department of Transportation for the Fox River Trail Tunnel and Trail Project at Raymond Street in Elgin for Phase II Engineering

The District entered into a joint funding agreement with IDOT to complete various improvements for the Fox River Trail under the Union Pacific Railroad Tunnel & Trail Project at Raymond Street. The Forest Preserve Commission approved Resolution FP-R-19-112759 on Nov. 12, 2019, to extend the Phase II Engineering services with Wills Burke Kelsey Engineering during the construction process of the project (Change Order #4). This extension of Phase II engineering services went beyond the original Phase II engineering term noted in the IDOT agreement as expiring May 26, 2020. IDOT is requiring the District approve an extension of the ending date to Dec. 31, 2020. IDOT has provided the Affidavits and Amendment for the District's review and approval. The MFT Section Number is 14-F3000-07-BT, the Federal Project Number is TE-01D1(040) and the State Job Number is D-91-222-16.

**DISCUSSION:** *President Michael Kenyon commented that this project has been going on for six years.*

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]</b>	<b>Next: 7/14/2020 9:00 AM</b>
<b>TO:</b>	Executive Committee	
<b>MOVER:</b>	Deborah Allan, Commissioner	
<b>SECONDER:</b>	Drew Frasz, Commissioner	
<b>AYES:</b>	Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, John Hoscheit, Bill Lenert, John Martin	

**B. Presentation and Approval of a Bid for Reconstruction of a Stormwater Basin and Trail within Brunner Family and Fox River Shores Forest Preserves**

Brunner Family Forest Preserve is a 741-acre property located in the northeast corner of the County, with more than two miles of Fox River frontage. A development grant from the Open Space Land Acquisition & Development (OSLAD) program helped provide funding for site improvements and trails, and allowed the preserve to be opened to the public. An unusually large storm event hit the area in July 2017. The storm caused extensive flooding and erosion along and over the trail, and at the detention basin at the east end of Commerce Parkway in Carpentersville. The District contracted with Bono Consulting, Inc. to survey and develop a plan to regrade and redirect the storm-water runoff, in order to handle another huge storm event, and to prevent erosion. The Commission budgeted \$30,000 in FY2018/19 for restoration of the damaged areas. The engineer's estimate for repair costs exceeded the originally budgeted amount. The engineer updated the plans through value engineering, and the District worked with the Village of Carpentersville and the County of Kane to develop a final site plan. In September 2019, the District bid the project and received five bids, all of which exceeded the originally budgeted \$30,000. Due to financial constraints, staff requested additional funding in the 2020/21 budget year. The Commission recently approved \$217,500 as the new budget for this project. Staff estimated total project costs at \$225,000 before the bridge installation portion was completed. Staff further reduced the scope of the project by removing the northern creek-crossing improvements through the installation of a District-owned bridge. This in-house work replaced the planned installation of two culverts and major creek and floodplain regrading. Last month, plans went out for bid once again, with nine contractors responding. The lowest, responsible bidder was Copenhaver Construction from Gilberts, Illinois. We are very pleased to report that the Copenhaver Construction bid is much lower than budgeted, at \$97,575. Staff is requesting approval of this contract to complete the basin, trail repairs and selective paving project. In addition, staff is requesting a contingency of 10 percent (\$9,757) to cover any additional costs for unforeseen conditions related to this project. The total cost of this project is estimated at \$107,332.

**DISCUSSION:** None.

**RESULT:**           **MOVED FORWARD BY ROLL CALL VOTE [UNANIMOUS]   Next: 7/14/2020 9:00 AM**  
**TO:**                 Executive Committee  
**MOVER:**           Theresa Barreiro, Commissioner  
**SECONDER:**       Bill Lenert, Commissioner  
**AYES:**             Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, John Hoscheit, Bill Lenert, John Martin

**VIII. New or Unfinished Business**

**A. Presentation and Approval of the Closed Session Minutes February 2007 through June 2020**

The Executive Committee of the Forest Preserve District of Kane County, Illinois has reviewed the minutes of Closed Sessions pursuant to 5ILCS 120/2.06 and has made a determination as to whether the need for confidentiality still exists as to all or part of those minutes which have not been fully made public. The Committee has determined that the need for confidentiality still exists as to the Closed Session minutes of 6/1/07, 7/6/07, 3/2/18, 4/6/18, 10/5/18, 2/1/19, 3/8/19, 6/28/19, 11/1/19, 12/6/19, 2/7/2020, 3/6/2020, 4/3/2020, 6/5/2020. The Committee has determined that there is no longer a need for confidentiality as to all or part of the Closed Session minutes of (none).

**DISCUSSION:** *None.*

**RESULT:**           **MOVED FORWARD BY ROLL CALL VOTE [UNANIMOUS]   Next: 7/14/2020 9:00 AM**  
**TO:**                 Executive Committee  
**MOVER:**           John Martin, Commissioner  
**SECONDER:**       Mark Davoust, President Pro Tem  
**AYES:**             Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, John Hoscheit, Bill Lenert, John Martin

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

**RESULT:**           **ROLL CALL VOTE [UNANIMOUS]**  
**MOVER:**           Drew Frasz, Commissioner  
**SECONDER:**       Mark Davoust, President Pro Tem  
**AYES:**             Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, Bill Lenert, John Martin  
**ABSENT:**          John Hoscheit

**X. Communications**

*None.*

**XI. President's Comments**

A walkthrough was held at the cross country course this week. John Martin commented that only items pending are vegetation grow-in and some trail (honeycomb installation on steep grade areas) and drainage work.

**XII. Financial Reports**

**A. Revenue & Expense Report through May 2020**

**B. Cash Investment Report: May 2020**

**C. Bond Investment Analysis Report: May 2020**

<b>RESULT:</b>	<b>PLACED REPORTS (ITEMS A-C) ON FILE BY ROLL CALL VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Drew Frasz, Commissioner
<b>SECONDER:</b>	Bill Lenert, Commissioner
<b>AYES:</b>	Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, John Hoscheit, Bill Lenert, John Martin

**XIII. Adjournment**

<b>RESULT:</b>	<b>ADJOURNED BY VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Penny Wegman, Treasurer
<b>SECONDER:</b>	Mark Davoust, President Pro Tem
<b>AYES:</b>	Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, John Hoscheit, Bill Lenert, John Martin

President Michael Kenyon, Chairman  
Forest Preserve District Executive Committee  
Forest Preserve District of Kane County

**Adjournment until: Friday, August 7, 2020 at 8:30 AM  
Via Video Conference  
Kane County Government Center  
719 Batavia Avenue, Building A  
Geneva, Illinois 60134**

Respectfully Submitted,

*Cait Rodeghero*

Cait Rodeghero  
Recording Secretary