



FOREST PRESERVE DISTRICT OF KANE COUNTY

EXECUTIVE COMMITTEE MINUTES

I. Call to Order

The Forest Preserve District Executive Committee meeting was held Thursday, June 3, 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:

Status:

President Chris Kious	Present
Commissioner Myrna Molina	Present*
Commissioner Barbara Wojnicki	Present
Commissioner Jarett Sanchez	Present*
Commissioner Dale Berman	Present*
Commissioner Mavis Bates	Present*
Commissioner Michael Kenyon	Present
Commissioner Drew Frasz	Present*
Commissioner John Martin	Present

Others Present:

Commissioners: Allan*, Ford*, Gumz*; Exec. Dir. Meyers; CFO Stanish* & staff Petschke*; Chief of Planning Anderson Jr.; Dir. of Ops. Goreth; Dir. of Comm. Affairs Metanchuk; HR Dir. Yee*; Chief of Police & Dir. of Public Safety Burger; Recording Secretary Rodeghero; Attorney Hodge*; KCIT Peters.

II. Approval of Minutes from May 6, 2021

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

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

None.

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

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 6/8/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Michael Kenyon, Commissioner	
SECONDER:	John Martin, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Jarett Sanchez, Dale Berman, Mavis Bates, Michael Kenyon, Drew Frasz, John Martin	

V. Finance and Administration

A. Presentation and Approval of a Proposal for the Tallgrass Prairie Adventure Exhibit at Creek Bend Nature Center

On April 6, 2021, the District issued a request for proposals for the design, fabrication and installation of the Tallgrass Prairie Adventure exhibit. Proposals from five firms were evaluated and Chase Studio Exhibit Division of the Ozark Museum of Natural History, of Cedar creek, Missouri, was selected for this project at a cost of \$200,000. Funds totaling \$212,500 were budgeted in the 2020/21 fiscal year for the Interactive Prairie Exhibit. The remaining \$10,500 will fund the outside interpretive components, including a native bee hotel, native plantings and a viewing scope. The grant will reimburse the District \$200,000. The \$12,500 represents the District's matching funds for the project.

DISCUSSION: Exec. Dir. Meyers explained that this prairie exhibit would complete our museum space of ecosystems that exist in Kane County.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 6/8/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Mavis Bates, Commissioner	
SECONDER:	Drew Frasz, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Jarett Sanchez, Dale Berman, Mavis Bates, Michael Kenyon, Drew Frasz, John Martin	

B. Presentation and Approval of the Establishment of a Prospective Commissioner Candidate Information Packet and a New Commissioner Orientation Manual

The Forest Preserve District of Kane County has been compiling materials to apply for Distinguished Park & Recreation Accreditation through the Illinois Park & Recreation Association (IPRA) and the Illinois Association of Park Districts (IAPD). The process requires the District to establish a policy to maintain a New Commissioner Orientation Manual and a Prospective Commissioner Candidate Information Packet, both of which must be approved by Commission. As required by the application, a table of contents has been created for each binder, listing all existing documents to be included. These materials will be made available and respectively submitted electronically to each prospective Commission/County Board candidate and new commissioner.

Staff recommends the Committee approve the Prospective Commissioner Candidate Information Packet and New Commissioner Orientation Manual, as presented in the attached Table of Contents for each. Meyers discussed that this benchmarks our agency and not only does this have a perspective on the policy for the Commissioners, but this will establish it as a policy. This will be relative for a candidate as well. We will provide this to the County for distribution if they wish, or the candidate can contact the District directly and provide the information.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 6/8/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Barbara Wojnicki, Commissioner	
SECONDER:	Michael Kenyon, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Jarett Sanchez, Dale Berman, Mavis Bates, Michael Kenyon, Drew Frasz, John Martin	

VI. Planning & Utilization

A. Presentation and Approval of a Bid for Chip Seal Parking Lot and Roadway Projects at LeRoy Oakes and Burnidge Forest Preserves

Commission approved \$59,000 in the FY 2020/2021 Budget to conduct asphalt repairs, crack filling and chip and seal, to the Leroy Oakes Forest Preserve - Great Western Trail Head entrance road and parking areas, and the Burnidge Forest Preserve roadway.

The bid was publicly advertised and sent to 59 vendors with three responding. Fowler Enterprises from Elgin, Illinois, was the lowest bid, with a price of \$55,836.50.

Unfortunately, after checking references provided by the contractor, it was determined that the contractor, only had experience in paving projects and did not have any experience with the chip and seal process. Staff has determined that it would be in the best interest of the District to move forward with the next qualified bid, from AC Pavement and Striping from Elgin, Illinois, with a bid price of \$61,839. AC Pavement and Striping has also completed projects for KDOT. Funds totaling \$59,000 were budgeted in FY2020/2021 Budget to conduct asphalt repairs, crack filling and chip and seal, at the Leroy Oakes Forest Preserve - Great Western Trailhead parking lot and entrance road, and the Burnidge Forest Preserve roadway. Additional funds of \$2,839 will be utilized from the savings available from the Hughes Creek Golf Club parking lot repaving Project totaling \$61,839.

Staff recommends the Committee approve a bid from AC Pavement and Striping from Elgin, Illinois, for asphalt repairs, crack filling and chip and seal of the Leroy Oakes Forest Preserve Great Western Trailhead parking lot and entrance road, and the Burnidge Forest Preserve roadway for an amount not to exceed \$61,839.

DISCUSSION: Dir. of Operations Goreth answered questions from the Committee.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 6/8/2021 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Mavis Bates, Commissioner	
SECONDER:	Drew Frasz, Commissioner	
AYES:	Myrna Molina, Barbara Wojnicki, Jarett Sanchez, Dale Berman, Mavis Bates, Michael Kenyon, Drew Frasz, John Martin	

VII. New or Unfinished Business

None.

VIII. Closed Session to Discuss Land Acquisition, Contracts, Litigation or Personnel

None.

IX. Communications

None.

X. President's Comments

President Kious announced that June is National Pollinator Month. He invited Commissioners, current and retired, to attend the employee golf outing on June 9th, 2021. Kious promoted the upcoming Senior Stroll, which would take place today, June 3rd, at Dick Young Forest Preserve.

XI. Financial Reports

Items A-C under Financial Reports were moved together.

A. Revenue & Expense Report Through April 2021

B. Cash & Investment Report: April 2021

C. Bond Investment Report: April 2021

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

XII. Adjournment

The meeting adjourned at 8:49 a.m.

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

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

Adjournment until: Thursday, July 8, 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,

Cait Rodeghero

Cait Rodeghero
Recording Secretary