



FOREST PRESERVE DISTRICT OF KANE COUNTY

EXECUTIVE COMMITTEE MINUTES

I. Call to Order

The Forest Preserve District Executive Committee meeting was held Friday, March 6, 2020 at 8:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by President Michael Kenyon at 8:30 AM.

Members Present:

Commissioner Deborah Allan	Present (Late)
Commissioner Theresa Barreiro	Present
President Pro Tem Mark Davoust	Present
Commissioner Drew Frasz	Present
Commissioner John Hoscheit	Present
President Michael Kenyon	Present
Commissioner Bill Lenert	Present
Commissioner John Martin	Present
Secretary Susan Starrett	Absent
Treasurer Penny Wegman	Present

Others Present:

Commissioners Kious and Scheflow. Dan Forbes, Speer Financial Advisor. Monica Meyers, Executive Director, Ken J. Stanish, Chief Financial Officer, Ken Anderson, Jr., Chief of Planning and Operations, Ben Habberthur, Director of Natural Resource Management, John Goreth, Director of Operations, Cait Rodeghero, Administrative Specialist, Ellen J. Maglio, Recording Secretary

II. Approval of Minutes from February 7, 2020.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Bill Lenert, Commissioner
SECONDER:	Drew Frasz, Commissioner
AYES:	Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Deborah Allan, Susan Starrett

III. Public Comment (Each Speaker is limited to three minutes) *None.*

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

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	John Martin, Commissioner
SECONDER:	Theresa Barreiro, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

V. Finance and Administration

A. Presentation and Approval of “Consideration of an Ordinance Providing for the Issue and Sale of Not to Exceed \$22,500,000 General Obligation Refunding Bonds, Providing for the Levy of Taxes to Pay the Bonds and Authorizing the Execution of an Escrow Agreement in Connection with the Issue of the Bonds.”

This is very good news and a savings that will be returned to our Kane County residents. An ordinance authorizing the refunding of the General Obligation Bonds, Series 2011A. Based on discussions with our financial advisor, Speer Financial, the District could lower its interest cost and thus save the taxpayers’ money. Current estimates show the District would save approximately \$2.37 million (11.3%) in net present value savings. This would lower the annual bond payments by approximately \$250,000, annually. The Government Finance Officers Association (GFOA) states there should be a minimum of 3% - 5% savings to justify doing the refunding, which this more than double. The 2011A General Obligation Bonds are due to mature in 2031, but have a call option coming up that would allow the District to refund the bonds on a tax-exempt basis.

Bond counsel has drafted the attached parameters ordinance that will allow the District to work with its financial advisor, and go to the market to sell the bonds when it is most conducive, and allow for the greatest interest savings. The sale call is scheduled for April 8.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	Drew Frasz, Commissioner
AYES:	Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Deborah Allan, Susan Starrett

B. Presentation and Approval of Commissioners' Expenses Attending the 2020 IAPD/IPRA Annual Soaring to New Heights Conference in Chicago

Commissioners and staff attended the IAPD/IPRA Soaring to New Heights Conference in Chicago, Jan. 23-25, 2020. The following were the commissioners in attendance and their related expenses, such as conference registration, hotel, mileage and meals:

Mark Davoust:	\$831.50
John Hoscheit:	\$365.00
Mike Kenyon:	\$843.68
Penny Wegman:	\$325.00

Over 4,200 parks, recreation and conservation professionals and commissioners attended this multi-day conference, which includes more than 200 educational sessions and workshops, as well as an exhibition hall featuring more than 300 product and service vendors. Some commissioners and staff earn continuing-education credits, to maintain professional certification status in their respective fields, through attendance of educational sessions and workshops. The District approved, by resolution on Dec. 13, 2016, a policy for the regulation of

said expenses, which requires all travel expenses for commissioners be approved through a public meeting of the Commission.

DISCUSSION: Commissioner Allan thanked all the attendees.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	Bill Lenert, Commissioner
SECONDER:	Deborah Allan, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

C. Presentation and Approval of a Proposal for Settler's Hill Golf Course Improvements Project

The lowest responsible bidder was Wadsworth Golf Construction Company of Plainfield, Illinois, for the base amount of \$6,462,503.37. For this project bid process, value engineering through unit pricing was utilized (Value engineering is a systematic method to improve the “value” of goods or products and services by using an examination of function. Value, as defined, is the ratio of function to cost.). This allowed the golf course architect to evaluate each part of the bid and determine which items can be reduced or removed, based on function and price. With value engineering savings, the base construction costs would be \$5,814,226.37 with Wadsworth Golf Construction Company. Additionally, staff requests a project contingency (five percent) for \$290,712.00. This would cover any additional costs that may arise during construction. The total estimated cost for the course construction would be \$6,104,938.37. Settler’s Hill Golf Course Improvement.

Project owner responsibilities:

- Structures - pump house and electrical: in house construction estimated cost - \$50,000.00
- Bridges: in house construction budgeted FY 2019/2020
- Grow-in: third party to be bid out or part of new management company responsibility - \$285,000.00

Staff recommends the Commission approve the transfer of funds from FY 2019/20 project “Capital Projects as Determined by the Commission” - Project #30705 (Account #03-35-35-7050) in the amount of \$2,106,000.00 to the Setter’s Hill Golf Course Improvement Project - Project #30323.

DISCUSSION: Commissioner Hoscheit expressed his concern at spending \$7M on a golf project. Chairman Davoust reminded all, that those funds (from the Landfill Fund) were earmarked for these types of renovations will be used for years to come and this keeps the promise that was made to create a premier recreational campus at this location. This will allow more educational opportunities for many and keeps with our mission. Chief of Planning and Operations Ken Anderson stated that the fund balance of the Landfill Fund at Kane County is about \$3M, which is earmarked for environmental concerns at the landfill. Those funds are managed by the County. Commissioner Kious expressed his caution at the expectation of a revenue generating facility. Chairman Davoust explained that the opportunity of more services, such as banquets and more group play outings. Commissioner Martin stated that he felt this was a good investment and it is being leveraged by the grant and Landfill Funds, only using \$2M from District funds that have already been budgeted for this project. Commissioner Lenert said he was in favor of the project

because it has the opportunity for return for investment. He added that the drainage has to be addressed either way. Commissioner Frasz stated that while he is not in favor of expansion, he would support this project as it keeps the promise of a first class recreational multi-use facility. There was further discussion about the cost and pros and cons of the project. A motion for vote was then seconded.

RESULT:	MOVED FORWARD BY VOICE VOTE [5 TO 3]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	John Martin, Commissioner
AYES:	Deborah Allan, Mark Davoust, Drew Frasz, Michael Kenyon, Bill Lenert, John Martin
NAYS:	Theresa Barreiro, John Hoscheit, Penny Wegman
ABSENT:	Susan Starrett

D. Presentation and Approval of the Restated Organization Ordinance

Executive Director Meyers introduced the Restated Organization Ordinance. She explained that this ordinance has not been reviewed since 2007. There are many Illinois Statutes that have been introduced and the District while we are compliant, the document states it for the record. There were several changes to the titles of Committees, addition of the Travel Policy, and best management practices like staff assistance to the Board of Commissioners and also the chain of command.

DISCUSSION: Commissioner Kious asked about the wording regarding the reimbursements – necessitating or benefiting. The review by Attorney Hodge the definition of “necessitating” means in the best interest of the District.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	Theresa Barreiro, Commissioner
SECONDER:	Bill Lenert, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

VI. Planning & Utilization

A. Presentation and Approval of a Bid for Construction of the Concrete Foundation for the New Salt Storage Building at the North Operations Facility

The new salt-storage building will be 36’L x 30’W x 18’H and will be constructed from concrete, wood and steel, making it much stronger and better able to survive the high winds. This building will be similar to the one, which was built in 2012 at the South Operations Maintenance Facility. The salt-storage capacity of the new building is approximately 350 tons, compared to the current storage structure, which holds approximately 150 tons of salt.

Due to the complexity of installing the concrete foundation for this structure, staff determined that it was necessary to have the concrete installation sent out for public bid. The bid was sent to 55 vendors with nine responding. DMI Construction Services, Inc., of St. Charles, Illinois, was the qualified, lowest bid with a total price of \$39,500

The District's Trades and North Operations Divisions will complete building the structure in-house. Staff obtained three proposals for the building package. Midwest Manufacturing (Menards) provided the qualified, lowest proposal, for a total price of \$11,695.11. The total price for concrete installation and the building package is \$51,195.11

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	Drew Frasz, Commissioner
SECONDER:	Bill Lenert, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

B. Presentation and Approval of a Proposal for Engineering for Bike Trail Repaving and Culvert Repair Along the Fox River Trail in Elgin Township

The District resurfaces a portion of the linear trail system each year, as part of our preventative maintenance program. Trail resurfacing alternates between North Operations and South Operations. For the 2019-20 fiscal year, the Commission approved \$316,000 to recycle in place, pave and restore approximately 1.5 miles of asphalt on the Fox River Trail, on the east side of the Fox River, in Elgin Township. Funds will be used for engineering and to purchase materials to correct drainage issues. This portion of the project requires engineering, geotechnical investigations, contract plans and specifications, bid documents and permitting. All drainage work would be completed prior to installation of the final asphalt surface.

The District utilized a request for qualifications process to select a firm for professional services. Five firms were evaluated and HR Green, Inc. of McHenry, Illinois was selected for this project. A scope of work was developed covering site engineering through bid documents. A fee for services was established for a total of \$45,192.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	Penny Wegman, Treasurer
SECONDER:	Deborah Allan, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

C. Presentation and Approval of a Bid for Weed Management of Reed Canary Grass at Various Preserves

Reed canary grass also forms dense monotypic stands of itself that overtake wetlands at the exclusion of all other native plant species. This plant is difficult to control because of how well its root system colonizes an area. Repeated herbicide treatments are often required.

Contractors were sought to bid on spring/summer 2020 control projects of multiple, separate infestations of Reed canary grass, across six different preserves.

The bid was sent to 23 vendors, with six responding. The lowest responsible bidder for each option is as follows:

- **Options 1, 2 and 6** - Braeburn Marsh Forest Preserve (4.5 acres): Bid of \$1,600 Dick Young Forest Preserve (36 acres): Bid of \$5,700, Meissner-Corrone Forest Preserve (33.4 acres): Bid of \$9,725 submitted by Integrated Lakes Management of Waukegan, Illinois.
- **Option 3** - Fox River Shores Forest Preserve (16 acres): Bid of \$6,000 submitted by Woods to Wetlands, LLC of Streamwood, Illinois.
- **Options 4 and 5** - Lone Grove Forest Preserve (5.4 acres): Bid of \$1,931 and Freeman Kame-Meagher Forest Preserve (42 acres): Bid of \$13,409, submitted by Applied Ecological Services of Brodhead, Wisconsin.

Funds totaling \$140,000 were budgeted in this fiscal year for Weed Management. Sufficient funds totaling \$104,538 are available in the Natural Resources Weed Management for Options 1-5 of this project, totaling \$28,640. Option 6 - Meissner Corrone Forest Preserve: Funds totaling \$125,000 were budgeted for the Russel Fen Restoration project at Meissner Corrone in this fiscal year. Sufficient funds totaling \$34,344 are available in Natural Resources Restoration Account for project, totaling \$9,725.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	Theresa Barreiro, Commissioner
SECONDER:	Deborah Allan, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

D. Presentation and Approval of a Bid for Garlic Mustard Control at the Bliss Woods and Johnson's Mound Forest Preserves

Garlic mustard (*Alliaria petiolata*) is a non-native plant that has become well established in most woodlands owned by the District. This plant can tolerate shady conditions and produces prodigious amounts of highly viable seed. These two traits couple to make this weed a rapid invader of the forest understory, occupying land that normally would be filled with an entire complement of woodland grasses and wildflowers. Work will consist of weed whipping, hand pulling and/or mowing Garlic mustard plants across one woodland unit, twice in the spring of 2020.

The bid was advertised and sent to 23 vendors with seven responding. The lowest responsible bidder for each option is as follows:

- **Option 1.** Bliss Woods Forest Preserve (83 acres): Bid of \$12,150 submitted by Semper Fi Land Services, Inc. of Yorkville, Illinois.

- **Option 2.** Johnson’s Mound Forest Preserve (94 acres): Bid of \$12,900 submitted by Semper Fi Land Services, Inc. of Yorkville, Illinois.

Funds totaling \$140,000 were budgeted in this fiscal year for Weed Management. Sufficient funds totaling \$75,898 are available in the Natural Resources Weed Management Account for these expenses, totaling \$25,050.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	Bill Lenert, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

E. Presentation and Approval of a Bid for Weed Management of Wild Chervil at Various Preserves

Wild chervil has few checks on its population in North America. It can quickly take over an area, displace native species and form dense stands that are difficult to control. Shaded lowlands, especially near creeks, seem to be a favorite habitat for this invasive plant. Contractors were sought to bid on spring/summer 2020 control projects, across three heavily infested forest preserves. Bids were advertised and sent to 23 vendors, with five responding. The qualified lowest bidder for each option is as follows:

- **Option 1** - Bowes Creek Woods Forest Preserve (43 acres): Bid of \$5,837 submitted by Applied Ecological Services of Brodhead, Wisconsin.
- **Option 2** - Meissner-Corron Forest Preserve (33 acres): Bid of \$3,650 submitted by Integrated Lakes Management of Waukegan, Illinois.
- **Option 3** - Lone Grove Forest Preserve (40 acres): Bid of \$2,800 submitted by Integrated Lakes Management of Waukegan, Illinois.

Funds totaling \$140,000 were budgeted in this fiscal year for Weed Management. Sufficient funds totaling \$50,848 are available in the Natural Resources Weed Management Account 01-31-31-7064 for these expenses, totaling \$12,287.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT COMMISSION 3/10/2020 9:00 AM
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	Drew Frasz, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

VII. New or Unfinished Business *None.*

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

RESULT:	ENTER INTO CLOSED SESSION TO DISCUSS CONTRACTS AND LITIGATION 9:35 AM. ROLL CALL VOTE [UNANIMOUS]
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	Penny Wegman, Treasurer
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

RESULT:	EXIT FROM CLOSED SESSION 9:41 AM. VOICE VOTE [UNANIMOUS]
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	Penny Wegman, Treasurer
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

IX. Communications

Maple Sugaring Days are Saturday, March 7 and Sunday, March 8 from Noon to 3pm to be held at the LeRoy Oakes Forest Preserve, Creek Bend Nature Center.

Also congratulations to both Ken Anderson, Jr. and John Goreth, who passed the IAPD Certified Park and Recreation Professional. Ken passed it last week and John in 2018.

X. President's Comments *None.*

XI. Financial Reports

A. Revenue & Expense Report through January 2020

B. Cash Investment Report: January 2020

C. Bond Investment Analysis Report: January 2020

RESULT:	PLACED ON FILE BY VOICE VOTE [UNANIMOUS]
MOVER:	Penny Wegman, Treasurer
SECONDER:	Theresa Barreiro, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

XII. Adjournment

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

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

Adjournment until: Friday, April 3, 2020, at 8:30 am
Forest Preserve District Administration Offices
1996 S. Kirk Road, Suite 320 Geneva, Illinois

Respectfully Submitted,

Ellen J. Maglio

Ellen J. Maglio
Recording Secretary



FOREST PRESERVE DISTRICT OF KANE COUNTY
EXECUTIVE COMMITTEE CLOSED SESSION MINUTES
MARCH 6, 2020

The Forest Preserve District Executive Committee meeting was held Friday, March 6, 2020 at 9:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by President Michael Kenyon at 9:38 AM.

RESULT:	ENTER INTO CLOSED SESSION TO DISCUSS CONTRACTS AND LITIGATION 9:35 AM. ROLL CALL VOTE [UNANIMOUS]
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	Penny Wegman, Treasurer
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

DISCUSSION:

Moved into Closed session to discuss contracts and litigation. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

RESULT:	EXIT FROM CLOSED SESSION 9:41 AM. VOICE VOTE [UNANIMOUS]
MOVER:	Mark Davoust, President Pro Tem
SECONDER:	Penny Wegman, Treasurer
AYES:	Deborah Allan, Theresa Barreiro, Mark Davoust, Drew Frasz, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Susan Starrett

Respectfully Submitted,

Ellen J. Maglio

Ellen J. Maglio
Recording Secretary