



FOREST PRESERVE DISTRICT OF KANE COUNTY

EXECUTIVE COMMITTEE MINUTES

I. Call to Order

The Forest Preserve District Executive Committee meeting was held Friday, September 4, 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 8:36 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 Martin	Present
Secretary Susan Starrett	Remote
Commissioner Deborah Allan	Remote
Commissioner Theresa Barreiro	Remote
Commissioner Bill Lenert	Remote
Commissioner John Hoscheit	Absent

Others Present:

Executive Director Monica Meyers, Chief Financial Officer Ken J. Stanish, Director of Operations John Goreth, Director of Natural Resources Benjamin Habberthur, Director of Community Affairs Laurie Metanchuk, Director of Human Resources Katy Yee, Director of Public Safety Michael Gilloffo, Executive Assistant Gabby Figliozzi, Communications & Marketing Coordinator Brittany Kovach, Attorney Gerald Hodge, and Recording Secretary Cait Rodeghero

II. Approval of Minutes from August 7, 2020

DISCUSSION: None.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	John Martin, Commissioner
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

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

None.

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

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 9/8/2020 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	John Martin, Commissioner	
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	

V. Finance and Administration

A. Presentation and Approval of a Bid for a Replacement Vehicle for Use by the Natural Resource Management Department

The Natural Resource Management department currently utilizes vehicle #63, a 2010 Ford F-150 4x4 regular cab truck, for the majority of its wildlife duties. For the last 10 years, this vehicle has been dedicated for use by the District's wildlife biologist, part-time wildlife technician and seasonal staff. The truck has accumulated more than 146,000 miles. In 2019, the vehicle's transmission failed, as did a refurbished replacement. A new transmission was then installed. High mileage and corrosion have continued to take their toll on the truck.

Additionally, the regular cab no longer has sufficient space to transport wildlife staff during the field season. With the success of the Adopt-a-Turtle program, the department is able to hire more seasonal wildlife staff. Vehicle #63 does not have the capacity to transport all four members of the wildlife crew during the field season, but a Super Crew Cab vehicle would.

Prices were estimated based on the Illinois state contract awarded to Morrow Brothers Ford in Greenfield Illinois. The current Illinois state contract expires in December of 2020. This vehicle matches our requirements, in the amount of \$36,470.

This truck is a 2020 F-150 4x4 Super Crew Cab Styleside 6.5' box pickup truck. The truck comes with several of the options specified by the District, including all-terrain tires, a tow package with integrated brake controller, and a bed topper with lighting. The vehicle also has several options not specified by the District including cruise control and SYNC integrated Bluetooth. Both of these options are additional safety features that would improve the functionality of the vehicle.

DISCUSSION: The Commission asked Director Haberthur why the vehicle being replaced had three transmissions. Director Haberthur explained that the first transmission replacement was a refurbished transmission.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 9/8/2020 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Mark Davoust, President Pro Tem	
SECONDER:	John Martin, Commissioner	
AYES:	Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, John Hoscheit, Bill Lenert, John Martin	

VI. Land Acquisition

A. Presentation and Approval of an Intergovernmental Agreement with the City of Aurora for Land Acquisition and Exchange of Property Adjacent to Oakhurst Forest Preserve

Both the City of Aurora and the Forest Preserve District see the benefits to expanding publicly held lands adjacent to and around Oakhurst Forest Preserve and Lake Patterson. The District is interested in obtaining open-space parcels to continue the expansion of the preserve, and for the general protection of open space in this urban setting. The City is interested in obtaining parcels that will benefit storm-water management and transportation needs of the area. Both agencies are committed to improving the public access and recreational amenities for the residents, and have agreed to work in partnership on these goals.

The District shall provide an easement to the City over Oakhurst FP for the maintenance of stormwater infrastructure.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 9/8/2020 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	Theresa Barreiro, Commissioner	
SECONDER:	Bill Lenert, Commissioner	
AYES:	Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, Bill Lenert, John Martin	
ABSENT:	John Hoscheit	

B. Presentation and Approval of an Intergovernmental Agreement with KDOT for the Kirk Road Over Union Pacific Railroad Bridge Replacement Project and Kane County Events Center Improvements

KDOT is nearing completion of Phase I Engineering for the Kirk Road/Union Pacific Railroad (UPRR) bridge-replacement project. Impacts to the Kane County Events Center campus have been identified. After discussions with Forest Preserve District of Kane County staff, mitigation and additional improvements to offset impacts were reviewed and discussed.

KDOT approached the District to secure an agreement for a permanent easement for road right of way (ROW) along the west side of Kirk Road, south of the UPRR. In addition, a temporary construction easement is necessary to complete various Kirk Road improvements. KDOT is proposing a land cost of \$100,000, for both the permanent easement and the temporary construction easement. During the Phase II portion of this project, KDOT will complete an appraisal of said property. Some of the Kirk Road improvements will impact the Kane County Cougars' secondary access to their existing

maintenance buildings and outfield deck access/parking. To maintain this needed access, a portion of the access road will need to be reconstructed, just west of its existing location. KDOT will complete improvements as compensation for the required permanent and temporary easements and access-road relocation.

All of these improvements will be installed prior to KDOT beginning work on the Kirk Road bridge project. KDOT has completed all engineering and bid documents for the project. The agreement states the District shall bid/complete the Kane County Events Center improvements with the funding provided to the District by KDOT, prior to bidding. KDOT will assist with the bid process and construction observation.

The District budgeted \$548,555 for this project, which was the amount KDOT engineers estimated, before final design plans were approved. Therefore, the District's 2020/21 fiscal year budget anticipated a \$548,555 revenue and expense. Due to changes in the final plans, the final engineer's estimate of cost of construction increased from \$548,555 to \$586,867.70. Pre-final contract plans and a cost estimate for these improvements have been prepared, totaling \$586,867.70.

DISCUSSION: The Committee asked Executive Director Meyers if this project will be done in a couple years out. Meyers replied that, once the District completes our portion of the project, KDOT can start theirs. For our portion, the project has been let and we are waiting to see the bids that come in. We anticipate completing our project in early spring or summer of 2021. At that point, KDOT will begin their project on Kirk Road which will take a couple years to complete. Commissioner Drew Frasz mentioned that the Kane County Transportation Committee is very happy with this project.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 9/8/2020 9:00 AM
TO:	Forest Preserve District Commission	
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	

C. Resolution Authorizing the Waiver of Right of First Refusal for the Katharine Compton Parcel #11-09-400-011-0000 in Blackberry Township

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 9/8/2020 9:00 AM
TO:	Forest Preserve District Commission	
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, Bill Lenert, John Martin	
ABSENT:	John Hoscheit	

VII. Planning & Utilization

A. Presentation and Approval of a Bid for the Fabyan Forest Preserve East Pedestrian Bridge Repairs

In May 2017, the District secured a contract with Alfred Benesch & Company to conduct an assessment of 78 bridges throughout the District, including the bridge on the east side of the Fabyan Forest Preserve. At the conclusion of this inspection, the report indicated items to be addressed, which were categorized as high priority (within one year), medium priority (within one to three years), and low priority (more than three years).

Based on the evaluation, \$135,000 was budgeted for the Fabyan east pedestrian bridge structural abutment repairs. Staff obtained a proposal for professional services from Alfred Benesch & Company to complete the Fabyan east pedestrian bridge and site engineering for bidding the bridge/abutments repair project. Commission approved this proposal in September 2019, at a cost of \$30,000, leaving a total of \$105,000 for repairs. To date, all professional engineering services have been completed, and a bid was sent out to 20 vendors with five responding. Alliance Contractors from Woodstock, Illinois was the lowest, qualified bidder, with a total price of \$52,500.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 9/8/2020 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	John Martin, Commissioner	
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	

B. Presentation and Approval of a Change Order Proposal for Construction Engineering Services for the Fabyan East Pedestrian Bridge Repairs

In May 2017, the District secured a contract with Alfred Benesch & Company to conduct an assessment of 78 bridges throughout the District. The bridge on the east side of the Fabyan Forest Preserve was inspected, as part of the assessment. At the conclusion of the inspection, a report indicated items to be addressed, and categorized them as high priority (within one year), medium priority (within one to three years), and low priority (more than three years). All improvement priorities from the Fabyan East bridge assessment were then documented in a proposal for engineering services from Alfred Benesch & Company, at a cost of \$30,000. This proposal was approved by Commission in September 2019.

To date, all professional engineering services for repairs have been completed. A bid was sent to 20 vendors with five responding. Alliance Contractors from Woodstock, Illinois was the lowest, qualified bidder, with a total price of \$52,500.

Due to the complexity and intricacies of the repairs, staff felt it necessary to obtain a second proposal from Alfred Benesch & Company for engineering oversight of the project. The proposal for these services are \$7,752.

A total of \$135,000 was budgeted for the Fabyan east bridge project. Of that, \$30,000 was used for engineering services to produce the repair plans for bidding purposes, leaving \$105,000. The approved repair bid for this project was \$52,500, leaving a balance of \$52,500. This Change Order Proposal for oversight of engineering construction services totals \$7,752.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 9/8/2020 9:00 AM
TO:	Forest Preserve District Commission	
MOVER:	John Martin, Commissioner	
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	

C. Presentation and Approval of a Donation Agreement with the USFWS Partners for Fish and Wildlife Program for Native Seed Enhancement at Brunner Family Forest Preserve

The Partners for Fish and Wildlife Program is an initiative of the USFWS. The Partners program provides technical and financial assistance to private landowners to restore or enhance fish and wildlife habitats for the benefit of Federal Trust Species (for example, migratory birds, threatened, endangered and other declining species). The cornerstone of the Partners Program is partnerships, not only with private landowners but with non-Federal agencies, conservation organizations, schools and other entities with an interest in wildlife. The program emphasizes conservation practices directed at restoring habitats that include, but are not limited to, wetlands, riparian areas, bottomland hardwoods, upland forests, native grasslands and savannahs. One of the Federal Trust species in our area is the Rusty Patched Bumble Bee (*Bombus affinis*). Staff from the Chicago office of the USFWS have reached out to District staff to develop a small restoration project at Brunner Family Forest Preserve, due to the presence of this endangered bumblebee at this site.

One of the major threats to the rusty patched bumblebee is habitat loss and degradation; therefore, staff have developed an approximately 15-acre farmland-to-prairie conversion project on two small parcels of land that were both bisected and cutoff from the larger crop field, on either side of the Longmeadow Parkway project. The proposed project comes at a good time, as the project area did not currently have specific funds dedicated to its restoration. The USFWS will purchase and provide \$3,600 worth of native seed for the project area. No funds are required from the District, but District Natural Resources Management (NRM) staff will provide in-kind services as the District's match. These in-field services include site preparation, seeding and maintenance mowing. Staff have developed the project seed mix in conjunction with the USFWS.

Additionally, the District will keep the site free of non-native invasive species and not allow invasive species to encroach on more than 20 percent of the project area or in patches larger than 0.5 acres, at least through Aug. 1, 2030.

DISCUSSION: None.

RESULT: **MOVED FORWARD BY ROLL CALL VOTE [UNANIMOUS]** **Next: 9/8/2020 9:00 AM**
TO: Forest Preserve District Commission
MOVER: Mark Davoust, President Pro Tem
SECONDER: Deborah Allan, Commissioner
AYES: Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, Bill Lenert, John Martin
ABSENT: John Hoscheit

D. Presentation and Approval of an Intergovernmental Agreement with the Fox Valley Park District for Use of Structures at the Aurora West Forest Preserve

With the fall completion of their new cold storage and seed-processing building, the Forest Preserve District's Natural Resource Management department will be fully moved into their new location on Brundige Road. The Committee requested staff inquire with other local governmental entities around Aurora West Forest Preserve to gauge potential interest in any of the structures at the site that are no longer being used by the District.

DISCUSSION: The Committee commented that this is a great solution, instead of tearing a building down.

RESULT: **MOVED FORWARD BY ROLL CALL VOTE [UNANIMOUS]** **Next: 9/8/2020 9:00 AM**
TO: Forest Preserve District Commission
MOVER: Bill Lenert, Commissioner
SECONDER: John Martin, Commissioner
AYES: Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, Bill Lenert, John Martin
ABSENT: John Hoscheit

VIII. New or Unfinished Business

None.

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

Enter into Closed Session at 9:00 AM.

RESULT: **ROLL CALL VOTE [UNANIMOUS]**
MOVER: Penny Wegman, Treasurer
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

Exit Closed Session

Exit Closed Session at 9:11 AM.

RESULT: ROLL CALL VOTE [UNANIMOUS]
MOVER: John Martin, Commissioner
SECONDER: Susan Starrett, Secretary
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

None.

XII. Financial Reports

DISCUSSION: None.

A. Revenue & Expense Report through July 2020

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

B. Cash & Investment Report: July 2020

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

C. Bond Investment Analysis Report: July 2020

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

XIII. Adjournment

Adjourned at 9:16 AM.

RESULT:	ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER:	Penny Wegman, Treasurer
SECONDER:	Susan Starrett, Secretary
AYES:	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, October 2, 2020 at 8:30 am
Via videoconference
Kane County Government Center, Building A
719 Batavia Avenue, Geneva, Illinois

Respectfully Submitted,

Cait Rodeghero

Cait Rodeghero
Recording Secretary



FOREST PRESERVE DISTRICT OF KANE COUNTY
EXECUTIVE COMMITTEE CLOSED SESSION MINUTES
SEPTEMBER 4, 2020

The Forest Preserve District Executive Committee meeting was held Friday, September 4, 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 8:36 AM. **Remote=***

Attendance: Commissioners Allan*, Barreiro*, Frasz, Lenert, Martin, Kenyon, Davoust, Wegman*, Starrett*; Exec. Dir. Meyers; CFO Stanish; Dir. of Community Affairs Metanchuk, Executive Assistant Figliozzi; Attorney Hodge*; and Recording Secretary Rodeghero

The Committee moved into Executive Closed Session @ 9:00 AM.

RESULT: ENTER INTO CLOSED SESSION TO DISCUSS LAND ACQUISITION, CONTRACTS, and LITIGATION at 9:00 AM. ROLL CALL VOTE [UNANIMOUS]
MOVER: Penny Wegman, Treasurer
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

LAND ACQUISITION:

Presentation and approval of a Waiver of First Refusal for the Compton Family Parcel in Blackberry Township.

DISCUSSION:

Exec. Dir. Meyers discussed the District had obtained a first right of refusal for the 2.71 acre parcel owned by Kit Compton, the daughter of Mr. Compton. The property was being offered at \$125k. At the Land Acquisition Committee staff was directed to take photos and present the property.

Photos and a map of the building structures on the property were presented. It was indicated that the parcel was a hog operation in the past, noting the multiple concrete structures, the house was built in the 1800s. The property is currently being rented out for storage such as RVs, etc. The individuals who are offering to purchase the house will need to renovate substantially. Meyers indicated the house could not be demolished due to its historic designation. The Districts' recommendation was not in favor of purchase, but rather to provide the first right of refusal waiver. The project would be an extremely expensive project and the District would not have use of the buildings.

Commissioner Frasz commented that the amount of \$125k was a very reasonable price, he indicated that for the property and demolition, we could potentially resell it and make a profit.

Goreth stated that the concrete removal is expensive. President Kenyon noted that this may not be as affordable as it sounds, with the additional expense of concrete removal and the historical house that would need substantial renovation, this could get expensive.

Attorney Hodge (via remote) stated this property would be a substantial amount of work, from the exterior photos alone, he noted that the buyer (two brothers) were willing to take on the permitting process of the house. This house falls under the Historical Commission, they will need to obtain a "certificate of appropriateness" which allows the renovations.

Commissioner Davoust noted that although the property is being offered for \$125k, we could "flip it", however this would not reflect well on the District, this is not our mission for acquiring properties.

President Kenyon asked for consensus to approve the waiver, returned to open session.

RESULT:	RETURN TO OPEN SESSION AT 9:11 AM. ROLL CALL VOTE [UNANIMOUS]
MOVER:	John Martin, Commissioner
SECONDER:	Susan Starrett, Secretary
AYES:	Michael Kenyon, Mark Davoust, Penny Wegman, Susan Starrett, Deborah Allan, Theresa Barreiro, Drew Frasz, Bill Lenert, John Martin
ABSENT:	John Hoscheit

Respectfully Submitted,

Gabriella Figliozzi

Gabriella Figliozzi
Recording Secretary