



FOREST PRESERVE DISTRICT OF KANE COUNTY

PLANNING AND UTILIZATION COMMITTEE MINUTES

I. Call to Order

The Forest Preserve District Planning and Utilization Committee meeting was held Thursday, July 26, 2018 at 9:30 AM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by Chairman Gillam at 9:30 AM.

Members Present:

Commissioner Deborah Allan	Present
Commissioner Margaret Auger	Present
Commissioner Theresa Barreiro	Present
Commissioner Ron Ford	Present
Commissioner Drew Frasz	Present
Chairman Rebecca Gillam	Present
President Michael Kenyon	Absent
Secretary Philip Lewis	Absent
Commissioner Jarett Sanchez	Present
Commissioner Thomas Smith	Present
Commissioner Barbara Wojnicki	Present

Others Present:

Monica Meyers, Executive Director, Ken J. Stanish, Chief Financial Officer, Ken Anderson, Chief of Planning and Operations, Ben Haberthur, Director of Natural Resources, John Goreth, Director of Operations, Mike Gilloffo, Director of Public Safety, Caitlin Rodeghero, Administrative Specialist, Jerry Hodge, Attorney, Ellen J. Maglio, Recording Secretary

II. Approval of Minutes from June 28, 2018

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Drew Frasz, Commissioner
SECONDER:	Ron Ford, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Ron Ford, Drew Frasz, Rebecca Gillam, Jarett Sanchez, Thomas Smith, Barbara Wojnicki
ABSENT:	Michael Kenyon, Philip Lewis

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

IV. Bids and Proposals

A. Presentation and Approval of a Bid for the Purchase and Construction of a New Trades Building at Campton Forest Preserve

As more projects are undertaken by the Trades Division, more space is also needed. Building C, which is currently the workshop for the Trades Staff, is of insufficient size. The current existing building does not allow the Staff to complete projects in a safe and efficient manner. Often, the Trades Staff work on different projects at the same time. Due to space restrictions, project phases are limited, which cause scheduling and completion inefficiencies. A high percentage of the Trades Building C has had to be transformed into storage for construction lumber inventory, memorial brick storage, as well as Planning and Community Affairs departments' interpretive signs, sign bases, and memorial benches. The current building is also used to maintain preserve maintenance inventories, such as electrical and plumbing supplies.

As well as space being an issue, the overall condition of the building is deteriorating. The structural wooden post bases for the foundation are beginning to deteriorate and rot, and in the near future will cause unsafe conditions. Staff feels that instead of allocating money into a 30-year-old deteriorating building, it would be more cost effective to construct a new building in the same location. The new, properly insulated and constructed building will be more energy efficient and allow staff to complete projects in a safe and efficient manner.

RA Pinno Construction Corp. from Rosedale, Wisconsin was the lowest qualified bid for the purchase and construction of a 75'x 40' steel building for the Trades Division. The purchase and construction of a new building for the Trades Division totals \$114,283, which is within the budgeted amount of \$160,000. The remainder of the work on the interior such as walls and electricity will be completed by the Trades Division staff in-house.

DISCUSSION: *Commissioner Wojnicki asked if the Sign Shop will stay on the site. Director Goreth replied in the affirmative. Commissioner Gillam asked how long the build would take. Director Goreth explained that it should be a quick build and that the inventory of the current building has been moved to another building while under construction.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 8/3/2018 8:30 AM
MOVER:	Barbara Wojnicki, Commissioner
SECONDER:	Jarett Sanchez, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Ron Ford, Drew Frasz, Rebecca Gillam, Jarett Sanchez, Thomas Smith, Barbara Wojnicki
ABSENT:	Michael Kenyon, Philip Lewis

V. New or Unfinished Business

A. Presentation and Approval of an Amendment to the Wayne Area Conservancy Foundation Prairie Stewardship Services Agreement for the Hoscheit Woods Forest Preserve

On November 2, 2011, the District added a 162.6-acre parcel of property in St. Charles to its landholdings. Not long after, the Wayne Area Conservancy Foundation approached the District, offering to help with restoration efforts on certain portions of the newly acquired property (Hoscheit Woods Forest Preserve). The Conservancy is unique in that it has an active group of volunteers, its own equipment and fund- raising capability.

The agreement was approved in 2012 and revised in 2015, it will expire in June of 2018. Specifics about the Foundation’s restoration efforts will be formulated in a separate restoration plan, developed jointly by the District’s natural resources staff and Conservancy representatives. This agreement renewal will be for a period of three years and has added the reporting documents. The Conservancy will be required to provide the District with a monthly report detailing the total volunteer hours and activities performed at the Hoscheit Woods Forest Preserve. Reports will be delivered by the 25th of each month. In fiscal year 2018/2019, the District will incur little to no financial impact under this agreement. The Parties efforts will be focused on developing a comprehensive restoration plan and the Conservancy will work on removing a large tree line on the property. All materials to be used in restoration shall be provided by the Conservancy and District on a cost sharing basis to be determined between them, based on availability and price of prairie plant seed and related materials.

DISCUSSION: *Chairman Gillam stated that this is the kind of agreement that is very beneficial to the District.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 8/3/2018 8:30 AM
MOVER:	Margaret Auger, Commissioner
SECONDER:	Theresa Barreiro, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Ron Ford, Drew Frasz, Rebecca Gillam, Jarett Sanchez, Thomas Smith, Barbara Wojnicki
ABSENT:	Michael Kenyon, Philip Lewis

B. Presentation and Approval of the Purchase from the Gray Willows Mitigation Bank for the Raymond Street Tunnel Project

Part of the Raymond Street Tunnel Project disturbs approximately 0.263 acres of wetland and the District is required to offset this loss with a 2 to 1 ratio of wetland credits. These credits are needed in order to receive the permit from the US Army Corps of Engineers.

The District worked with its consultant, WBK Engineering, LLC, to secure these credits from the Gray Willows Wetland Mitigation Bank. The price per acre is \$80,000, so the total cost to the District is \$47,200 for the 0.59 acres. In order to secure these credits and continue the approval process with the Army Corps of Engineers, a deposit of 10% (\$4,720) was already made to the wetland bank. The District will receive 80% or \$37,760 of the total expense back from the CMAP/ITEP grant.

DISCUSSION: Commissioner Frasz asked where the Gray Willows Mitigation Bank was located. CFO Stanish answered that it is within Campton Township and that at the time of our purchase there were only two acres left in the bank. Commissioner Wojnicki added that this is a very big project restoring the wetlands.

RESULT: **MOVED FORWARD BY VOICE VOTE [UNANIMOUS]**
TO: **FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 8/3/2018 8:30 AM**
MOVER: Drew Frasz, Commissioner
SECONDER: Jarett Sanchez, Commissioner
AYES: Deborah Allan, Margaret Auger, Theresa Barreiro, Ron Ford, Drew Frasz, Rebecca Gillam, Jarett Sanchez, Thomas Smith, Barbara Wojnicki
ABSENT: Michael Kenyon, Philip Lewis

VI. Closed Session to Discuss Land Acquisition, Contracts, Litigation and Personnel *None.*

VII. Communications *None.*

VIII. Chairman's Comments

Chairman Gillam asked for a brief update on the Natural Resources Facility being built. Director Haberthur explained that they are waiting for the Occupancy Permit. There are some minor punch list items to be completed and then staff will move into the facility. Chairman Gillam is very excited about this facility and the benefits to our staff.

IX. Adjournment

RESULT: **ADJOURNED BY VOICE VOTE [UNANIMOUS]**
MOVER: Drew Frasz, Commissioner
SECONDER: Thomas Smith, Commissioner
AYES: Deborah Allan, Margaret Auger, Theresa Barreiro, Ron Ford, Drew Frasz, Rebecca Gillam, Jarett Sanchez, Thomas Smith, Barbara Wojnicki
ABSENT: Michael Kenyon, Philip Lewis

Rebecca Gillam, Chairman
Forest Preserve District Planning and Utilization Committee
Forest Preserve District of Kane County

Adjournment until: *Friday, August 24, 2018 at 9:30 am
Forest Preserve District Administration Offices
1996 S. Kirk Road, Suite 320 Geneva, Illinois

***NOTE: DAY CHANGE**

Respectfully Submitted,

Ellen J. Maglio

Ellen J. Maglio
Recording Secretary