



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 Friday, August 24, 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 Rebecca 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	Present
Secretary Philip Lewis	Present
Commissioner Jarett Sanchez	Absent
Commissioner Thomas Smith	Present
Commissioner Barbara Wojnicki	Absent

Others Present:

Monica Meyers, Executive Director, Ken J. Stanish, Chief Financial Officer, Ben Haberthur, Director of Natural Resources, Ken Anderson, Jr., Chief of Planning, Laurie Metanchuk, Director of Community Affairs, John Goreth, Director of Operations, Dave Petschke, Accounting Manager, Anna Marano, Buyer, Mike Gilloffo, Director of Public Safety, Jerry Hodge, Attorney, Caitlin Rodeghero, Recording Secretary

II. Approval of Minutes from July 26, 2018

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

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

Mr. Dan Nagel of Sugar Grove, spoke to the fact that he wanted to learn more about the grazing program at the Aurora West Forest Preserve. Executive Director Meyers said that there is going to be a presentation after the business portion of the meeting.

IV. Bids and Proposals

A. Presentation and Approval of a Bid for the Settler's Hill Golf Course Clubhouse Roof Replacement

The Commission approved \$99,500 in the FY 2018/19 Budget for the Settler's Hill Golf Course Roof Replacement Project. The proposed roof replacement will consist of installing 2"x 4" nailers over the top of the existing architectural shingle roof, and the installation of 26-gauge steel roofing, and finish trim. Two additional options were included in the bid. Option 1 was the purchase and installation of two 48"x 48" prefabricated cupolas, with windows on all four sides and a light in each. Option Two was to purchase and install oversized gutters and downspouts to the clubhouse needed due to age and to improve the runoff and drainage around the structure.

The bid was advertised and sent to 27 vendors with two responding. The initial low bidder for the project withdrew their bid when they recognized calculation errors on their part. R.A. Pinno and Sons Construction Corp. from Rosedale Wisconsin was the lowest qualified bid for the clubhouse roof (\$75,900), Option One cupolas (\$4,400), and Option Two- gutters and down spouts replacement (\$1,650) for a total contract amount of \$81,950.

DISCUSSION: *President Kenyon commented on only two bids. Director Goreth explained that 7 attended the pre-bid but only 2 submissions. Commissioner Davoust asked if the deck would be is still being considered. Director Goreth stated that the Trades Division is evaluating the installation of a new deck as well. Commissioner Frasz expressed his favor in all three improvements since we are committed to keeping the building for re-use in the future. Director Goreth added that the project will begin in November and projected to be completed same month.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/7/2018 8:30 AM
MOVER:	Philip Lewis, Secretary
SECONDER:	Margaret Auger, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Ron Ford, Drew Frasz, Rebecca Gillam, Michael Kenyon, Philip Lewis, Thomas Smith
ABSENT:	Jarett Sanchez, Barbara Wojnicki

V. New or Unfinished Business

A. Presentation and Approval of Closed Session Minutes

The purpose of this memorandum is to provide the Committee with information to consider the release of Closed Session minutes and to request permission to destroy audio recordings of same which are older than 18 months and completely released.

The Planning and Utilization Committee has reviewed the minutes of the Closed Sessions pursuant to Illinois Compiled Statute 5ILCS 120/2.03 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 made fully public.

The Committee has determined that the need for confidentiality still exists as to all or part of the Closed Session minutes of March 23, 2018. 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:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Philip Lewis, Secretary
SECONDER:	Deborah Allan, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Ron Ford, Drew Frasz, Rebecca Gillam, Michael Kenyon, Philip Lewis, Thomas Smith
ABSENT:	Jarett Sanchez, Barbara Wojnicki

B. Presentation and Approval of a New Historical Structures Operating and Caretaking Agreement with the Preservation Partners

The current Historic Structures Operating and Caretaking Agreement with Preservation Partners expired on June 30, 2017. A new agreement is proposed to incorporate the management of the Sholes School at Leroy Oakes Forest Preserve. Preservation Partners provides exclusive exhibits management, staffing, tours, program coordination and marketing for the Fabyan Villa and the Durant-Peterson House, and now the Sholes School. Additionally, Preservation Partners coordinates programming and tours of the Fabyan Japanese Garden.

The District owns all of the land and structures and is responsible for the expense and coordination of maintenance/repairs and utilities for the buildings as well as grounds/landscape maintenance. All rentals of the Japanese Garden are booked through the District. The District pays Preservation Partners the sum of \$78,000 annually for their services with \$58,000 allocated to the operation of the Fabyan Villa and Japanese Garden and \$20,000 allocated for the operation of the Durant-Peterson House and the Sholes School. Funds totaling \$78,000 were budgeted in the 2018-19 fiscal year for this project. No additions to this were made with the additional site in agreement.

The agreement term is 5 years through July 31, 2023 with a one-time extension of an additional 5 years. The District's legal counsel and risk management provider (PDRMA) have reviewed the agreement.

DISCUSSION: Commissioner Allan asked if the budgeted amount was going to be sufficient with the additional site. Executive Director Meyers affirmed.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/7/2018 8:30 AM
MOVER:	Theresa Barreiro, Commissioner
SECONDER:	Deborah Allan, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Ron Ford, Drew Frasz, Rebecca Gillam, Michael Kenyon, Philip Lewis, Thomas Smith
ABSENT:	Jarett Sanchez, Barbara Wojnicki

C. Presentation and Approval of a Request to Submit for an IDNR Open Space Land Acquisition and Development (OSLAD) Grant for the Oakhurst Forest Preserve Re-Development

Oakhurst Forest Preserve is a 394-acre preserve in Aurora featuring year-round passive and active recreation. The first acquisition to begin creating Oakhurst Forest Preserve occurred in 1973. The property was expanded and developed through a partnership with the City of Aurora. Patterson Lake was created to improve storm water management in the area and has served as a major recreational feature and with the adjoining marsh serves as the centerpiece to the surrounding trail system, shelters and sledding hill. The 55-acre lake is popular for fishing and non-motorized boating. The Fox Valley Park District partners on the site by providing the management of the Community Garden located along 5th Avenue. The City of Aurora recently expanded their regional trail system in the area, connecting to the preserve to the east through the woodland. The public access infrastructure and recreational amenities constructed around 1983 are past their useful life and in need of replacement. Additionally, the use and traffic patterns in the preserve have significantly changed and increased over the past 35-years warranting a redesign of the public access and amenities.

The Commission prioritized the Oakhurst Forest Preserve Redevelopment Project for inclusion in the District's Master Plan (2018 Update) and budgeted \$100,000 for design and engineering services in the 2018/19 Fiscal Year Budget. Staff is requesting permission to apply for the IDNR OSLAD Grant to assist with funding the project. The grant will reimburse the District 50% of the construction costs up to a \$400,000 match. Phase I engineering is budgeted this fiscal year which will conclude with a cost estimate for the project. Staff is recommending a maximum project amount of \$800,000 at this time to maximize the grant and until the cost estimate is complete. The project includes new roadway and parking areas, shelters, boat ramp, fishing dock, trail improvements and natural areas improvements for portions of the woodland and marsh. Funds totaling \$100,000 are budgeted in the 2018/19 fiscal year for the design/engineering phase of project. There is no expense required to submit the grant application.

DISCUSSION: Executive Director Meyers stated that we will be hosting a public meeting to introduce the plans for this project to the community and seek public input and that they may be modified based on the public input. Commissioner Barreiro expressed her excitement with this project and the additional uses for the preserve. Commissioner Smith expressed his concern over the budget. Commissioner Frasz suggested that this was an investment for the future especially in this area. Commissioner Lewis would like staff to revisit the possibility of water for the garden plots as well. Executive Director Meyers stated that she will discuss further with the Fox Valley Park District (the organization that leases the lots). There was further discussion about the need for parking space increase because especially in winter with the sledding hill the parking is at capacity.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/7/2018 8:30 AM
MOVER:	Theresa Barreiro, Commissioner
SECONDER:	Margaret Auger, Commissioner
AYES:	Deborah Allan, Margaret Auger, Theresa Barreiro, Ron Ford, Drew Frasz, Rebecca Gillam, Michael Kenyon, Philip Lewis, Thomas Smith, Barbara Wojnicki
ABSENT:	Jarett Sanchez

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

VII. Communications

A. Presentation of the Patchburn Grazing Research Project at the Aurora West Forest Preserve

Presentation made by Natural Resources Director Ben Haberthur.

RESULT:	PLACED ON FILE
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B. Presentation of the Temporary Virgil Gilman Trail Closures for Bliss Creek Golf Course Renovation Project

Presentation made by Chief of Planning, Ken Anderson, Jr.

RESULT:	PLACED ON FILE
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VIII. Chairman's Comments

President Kenyon stated that the Elgin Math & Science Academy has opened next to the Fox River Fen site. Director Haberthur will make a presentation at a future meeting.

IX. Adjournment

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

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

Adjournment until: Thursday, September 27, 2018 at 9:30 am
Forest Preserve District Administration Offices
1996 S. Kirk Road, Suite 320 Geneva, Illinois

Respectfully Submitted,

Ellen J. Maglio

Ellen J. Maglio
Recording Secretary