



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, August 29, 2019 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 Theresa Barreiro at 9:30 AM.

<u>Attendee Name:</u>	<u>Status:</u>
Chairman Theresa Barreiro	Present
Commissioner Deborah Allan	Present
Commissioner Drew Frasz	Present
Commissioner Mo Iqbal	Present
President Michael Kenyon	Present
Commissioner Chris Kious	Present
Commissioner Jarett Sanchez	Absent
Commissioner Steve Weber	Present
Commissioner Barbara Wojnicki	Present

Others Present:

Commissioner Thomas

Monica Meyers, Executive Director, Ken J. Stanish, Chief Financial Officer, Ken Anderson, Jr., Chief of Planning and Operations, Ben Haberthur, Director of Natural Resource Management, John Goreth, Director of Operations, Laurie Metanchuk, Director of Community Affairs, Sgt. William Glisson, Officer, Public Safety, Dave Petschke, Accounting Manager, Brittany Kovach, Community Affairs Specialist, Caitlin Rodeghero, Administrative Specialist, Jerry Hodge, Attorney, Ellen J. Maglio, Recording Secretary

II. Approval of Minutes from July 25, 2019

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Mo Iqbal, Commissioner
SECONDER:	Barbara Wojnicki, Commissioner
AYES:	Michael Kenyon, Theresa Barreiro, Deborah Allan, Drew Frasz, Mo Iqbal, Chris Kious, Steve Weber, Barbara Wojnicki
ABSENT:	Jarett Sanchez

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

IV. Bids and Proposals

A. Presentation and Approval of a Bid for the Replacement of the Roof at the Tomo Chi-Chi Knolls Lodge at the Freeman Kame Meagher Forest Preserve

The entire roof of the lodge was evaluated by three independent roofing contractors this past year and it was determined that the entire roof should be replaced to ensure the longevity of the building and prevent further interior damage. The bid is for the purchase and installation of

a steel roof, as well as 1-inch foam insulation board, which will help reduce the utility costs for this structure. An asphalt shingle roof life expectancy is approximately 25 years, whereas the life expectancy of a steel roof is approximately 50 years.

The District advertised and sent the bid to 34 vendors with 4 responding. The qualified lowest bidder was Sealtight Exteriors Inc. of Stegar, Illinois with a base bid of \$39,800 and option 2 for \$10,800 for the installation of 1-inch insulation foam board, between the existing and the new metal roof, for a total bid price of \$50,600.

Funds totaling \$46,800 were budgeted in the FY2019/2020 fiscal year for the Tomo Chi-Chi Lodge Roof Replacement. Sufficient funds totaling \$46,800 are available in the General Fund North Operations Building & Grounds Maintenance & Repair, due to the addition of option 2 for the installation of 1-inch foam board insulation, the total cost for this project is \$50,600. Sufficient funds are available in Repair and Maintenance Bldg. and Grounds, for the additional amount of \$3,800 for the installation of the 1-inch insulation foam board.

DISCUSSION: *Commissioner Wojnicki asked if gutters were needed as well. Director Goreth responded that no, the gutters were completed in 2017, not anticipating the roof repair at this juncture. Commissioner Frasz asked if the gutter guards were going to be done at the same time as the roof. Director Goreth answered that the snow guards and fascia wrapping would be completed in-house by the Tradesmen. Frasz also added that the insulation would help with noise reduction as well.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/6/2019 8:30 AM
MOVER:	Steve Weber, Commissioner
SECONDER:	Chris Kious, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Drew Frasz, Mo Iqbal, Michael Kenyon, Chris Kious, Steve Weber, Barbara Wojnicki
ABSENT:	Jarett Sanchez

B. Presentation and Approval of a Bid for Drainage and Drain Tile Improvements at the Binnie Forest Preserve

The Binnie Forest Preserve's land features consist of a wetland and woodland complex. This preserve relies on surface and subsurface water drainage to maintain a series of wetlands and water features. The subsurface drainage system within the northern portion of the preserve is in failure and is in need of replacement. Due to this failure, there are adjacent residential properties that have experienced increased flooding and saturated soils within their yards. To address this situation the District hired the design engineering firm ESM Civil Solutions, LLC., to complete an engineering plan for the site. The District prepared and released a bid to secure a drainage contractor to install a new drain tile and complete other drainage improvements. Three bids were received and the responsive qualified bidder was J & L Excavating of Maple Park, IL. Their bid amount was \$45,100, which is \$4,900 less than the FY 19/20 budgeted \$50,000, with an additional 10% contingency of \$4,510, for a total project cost of \$49,610.

DISCUSSION: Chief of Planning & Operations, Anderson also explained that Kane County has not committed to cost sharing and previous funds have been allocated from the homeowners association.

RESULT: MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO: FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/6/2019 8:30 AM
MOVER: Barbara Wojnicki, Commissioner
SECONDER: Deborah Allan, Commissioner
AYES: Deborah Allan, Theresa Barreiro, Drew Frasz, Mo Iqbal, Michael Kenyon, Chris Kious, Steve Weber, Barbara Wojnicki
ABSENT: Jarett Sanchez

C. Presentation and Approval of a Bid for Drainage and Drain Tile Improvements at the Big Rock Forest Preserve

Big Rock Forest Preserve is part of the Big Rock Creek watershed, which is part of the Fox River watershed. The preserves land features include woodlands, wetlands, prairie, creek, lake, and agricultural and campground land uses. This preserve relies on surface and subsurface water drainage to maintain its various land uses. The subsurface drainage system within the northern portion of the preserve adjacent and within our existing campground experienced major flooding this last spring due to the extreme rainfall and restrictions within the existing drain tile system.

Due to this failure, the campground facility experienced high water levels that flooded out some of the primitive campsites in addition the bathroom facilities prematurely filled with ground water and were in need of maintenance. In addition, adjacent agricultural fields experienced flooding and saturated soils, which in turn reduced the acreage available for agricultural production.

To address this situation the District utilized its drainage consultant Huddleston-McBride and the design-engineering firm Engineering Enterprises Inc., to complete an engineering plan update for the site. Additionally the District did some in-house drainage improvements to reduce the water levels on-site.

The District prepared and released a Request for Proposal (RFP) to secure a drainage contractor to install a new drain tile and complete other drainage improvements. Three bids were received and the responsive qualified bidder was J & L Excavating of Maple Park, IL. Their bid amount was \$98,115.

Emergency funding (FY18/19 Contingency Fund) were utilized to complete the drain tile investigation and design engineering for this site. This project is not part of our present budget and funds from another project Tyler Creek Parking and Trail Connection Project (Project #30507) which were budgeted FY17/18 for \$500,000. The Tyler Creek Parking and Trail Connection Project has not moved forward due to denial of matching funds through a grant request. Approval to move funds from this account to the Big Rock Forest Preserve Drain Tile and Drainage Improvement Project is required.

The proposed total project fund transfer would be \$107,926. This would include the bid amount for this project of \$98,115 and ten (10%) percent of the cost of the overall construction of this project at \$9,811 for the possibility of unforeseen additional construction costs.

DISCUSSION: *Commissioner Wojnicki asked about the direction of the water. Chief of Planning & Operations, Anderson replied that the flow begins near Lasher and generally surrounds the area east to west then bending west to east. That this is not a solution, because of the heavier rain events, but a better fix. Commissioner Frasz stated that it was a very wet season the year the campground was being built.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/6/2019 8:30 AM
MOVER:	Drew Frasz, Commissioner
SECONDER:	Deborah Allan, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Drew Frasz, Mo Iqbal, Michael Kenyon, Chris Kious, Steve Weber, Barbara Wojnicki
ABSENT:	Jarett Sanchez

D. Presentation and Approval of a Proposal for Professional Engineering Services to Develop Plans for Repairs to the Fabyan East Bridge

District staff obtained a proposal for professional services from Alfred Benesch & Company to complete the bridge and site engineering for bidding the bridge/abutments repair project. This proposal contains various options, at this time we are suggesting the completion of all the options. Option A - East Abutment Repairs Only, Option B - All Repairs other than at East Abutment, Option C - All Repairs per the 2017 Inspection Report (Combine Options A & B).

As the pedestrian bridge construction and causeway removal projects are well underway, the Fabyan East bridge repair completion will provide closure to this project.

Funds totaling \$135,000 were budgeted in the 2019/2020 fiscal year for Fabyan East Bridge Reconstruction. Sufficient funds totaling \$135,000 are available in the Construction & Development Account for this expense totaling \$30,000.

DISCUSSION: *Commissioner Kious wanted clarification on the options being completed, Chief of Planning & Operations, Anderson replied that all the options are being completed. Commissioner Wojnicki suggested that the District host a re-grand opening for the preserve when this project is completed.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/6/2019 8:30 AM
MOVER:	Drew Frasz, Commissioner
SECONDER:	Chris Kious, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Drew Frasz, Mo Iqbal, Michael Kenyon, Chris Kious, Steve Weber, Barbara Wojnicki
ABSENT:	Jarett Sanchez

E. Presentation and Approval of a Bid for the Construction of a Cold Storage Building at the Natural Resource Management Facility

The District developed plans and sent them out for bid in the winter of 2019, only one vendor responded to the RFP and their bid was severely above the District's budget. The District then reviewed and modified the building plans to reduce the size of the building and went out for bid summer 2019. The District received three bids for the revised building plans. The lowest responsive qualified base bid (Lite Construction of Montgomery, IL) came in at \$367,000. This is \$17,000 over the budgeted amount for Phase II of the NRM Facility however the District has additional funding available in savings from Phase I construction.

Funds totaling \$350,000 were budgeted in the 18/19 fiscal year for construction of a cold storage building at the NRM Facility (Project #30609). The low bid we received for this project was \$367,000, \$17,000 over the budget amount. However additional funds, totaling \$162,347.98 are leftover after savings from Phase I construction to cover the \$17,000 balance, (Project #30312). To address the possibility of unforeseen additional construction costs a contingency fund for ten (10%) percent of the cost of the overall construction of this project is \$36,700, for a total project cost of \$403,700.

DISCUSSION: *This building will utilize the current geothermal system and will house the NRM large equipment as well the District's seed harvesting and storage area. President Kenyon asked if sprinklers were necessary. Chief of Planning & Operations, Anderson answered that all requirements have been met by the District from the Elburn Fire District and that no sprinklers were necessary, neither was water to the building because of its close proximity to the NRM maintenance building. Commissioner Allan asked if the revision of the plans required a reduction in equipment storage space. Director Haberthur said yes, but only the trailers will be outside.*

RESULT:	MOVED FORWARD BY VOICE VOTE [7 TO 1]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/6/2019 8:30 AM
MOVER:	Drew Frasz, Commissioner
SECONDER:	Mo Iqbal, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Drew Frasz, Mo Iqbal, Michael Kenyon, Chris Kious, Barbara Wojnicki
NAYS:	Steve Weber
ABSENT:	Jarett Sanchez

F. Presentation and Approval of a Proposal for Professional Services to Develop Engineering Plans for the Oakhurst Forest Preserve Redevelopment Project

The first phase of this overall Oakhurst Forest Preserve Redevelopment Project focused on the amenities adjacent to Lake Patterson and the activities related to lake and trail use. The FY19/20 budget included \$1,000,000 for the construction of various improvements to this phase, which are enhancements to some internal trails, parking lot redesign and expansion, shoreline fishing access, ADA boat launch and pier, habitat enrichments with interpretive nodes and a new shelter and bathroom facility, for an estimated total cost of \$1,000,000. Expansion to other portions of the master plan will include other areas of the preserve and the entrance and internal trail circulation system.

The District applied and received a 2019 OSLAD Grant from the IDNR for \$400,000 as a match for the completion of the construction portion of the project, which will be reimbursed following the completion of the project.

The District utilized a request for qualifications process to select a firm for professional services. Five firms were evaluated and Hey and Associates, Inc., Volo, Illinois was selected for this project. A scope of work was developed and a total fee for services was established.

Funds totaling \$1,000,000 were budgeted in FY19/20 for the Oakhurst Forest Preserve Redevelopment Project for engineering and construction. Sufficient funds totaling \$1,095,366 are available in the Land Area Development Fund (Project #30601), for this professional service expense totaling \$89,259.

DISCUSSION: *Chairman Barreiro would like to have a re-grand opening when this project is completed.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/6/2019 8:30 AM
MOVER:	Barbara Wojnicki, Commissioner
SECONDER:	Chris Kious, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Drew Frasz, Mo Iqbal, Michael Kenyon, Chris Kious, Steve Weber, Barbara Wojnicki
ABSENT:	Jarett Sanchez

V. New or Unfinished Business

A. Presentation and Approval of an Amendment to both the St. Charles Park District and Geneva Park District License and Use Agreements

An amendment to the License Agreement with the St. Charles Park District for Use of the soccer fields at Dean and Peck Roads and the License Agreement with the Geneva Park District for use of the soccer fields at the Fabyan Forest Preserve.

The Agreements were signed by Geneva Park District in April of 2010 with an amendment signed 7/14/15; and the agreement signed by the St. Charles Park District 2/11/19. The Illinois Movable Soccer Goal Safety Act, also known as Zach's Law, 430 ILCS 145/1 (the "Act"). The Act requires both the Geneva Park District and the St. Charles Park District to create a Policy to outline how it will specifically address the safety issues associated with moveable soccer goals and present such a policy to the Forest Preserve District.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 9/6/2019 8:30 AM
MOVER:	Drew Frasz, Commissioner
SECONDER:	Steve Weber, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Drew Frasz, Mo Iqbal, Michael Kenyon, Chris Kious, Steve Weber, Barbara Wojnicki
ABSENT:	Jarett Sanchez

B. Presentation and Approval of the Buffalo Park Forest Preserve Redesign Plans

Chief of Planning and Operations, Anderson made a brief presentation of the revised plans for the Buffalo Park Forest Preserve. The District has been working with the County on this project. The scope of the project has changed due to the removal of the snowboard park operation. This part of the preserve would include some trails and trail head amenities as well as parking. There will also be a sledding hill. Other final details on the plan will be discussed at a public input meeting in that area in the near future.

DISCUSSION: Commissioner Wojnicki asked how old the lodge was - Executive Director Meyers replied that it was built in the 1940's. Commissioner Frasz stated that the area already looked better from the Rt. 31 vantage point due to the equipment being removed by the prior operator. Commissioner Kious suggested a public meeting. Executive Director Meyers agreed and stated that it would be held in the next two months and after the input is gathered and any changes/modifications made, the plan would again come back to this committee for approval.

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Deborah Allan, Commissioner
SECONDER:	Chris Kious, Commissioner
AYES:	Michael Kenyon, Theresa Barreiro, Deborah Allan, Drew Frasz, Mo Iqbal, Chris Kious, Steve Weber, Barbara Wojnicki
ABSENT:	Jarett Sanchez

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

VII. Communications

Grand Opening of the Hoscheit Woods Forest Preserve to be held on Saturday, September 21st from 10am until noon. All are welcome.

VIII. Chairman's Comments *None.*

IX. Adjournment

RESULT:	ADJOURNED BY VOICE VOTE [UNANIMOUS] 10:31 AM
MOVER:	Chris Kious, Commissioner
SECONDER:	Mo Iqbal, Commissioner
AYES:	Deborah Allan, Theresa Barreiro, Drew Frasz, Mo Iqbal, Michael Kenyon, Chris Kious, Steve Weber, Barbara Wojnicki
ABSENT:	Jarett Sanchez

Theresa Barreiro, Chairman
Forest Preserve District Planning and Utilization Committee
Forest Preserve District of Kane County

Adjournment until: Thursday, September 26, 2019 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