

TUESDAY, APRIL 20, 2010
DISTRICT HEADQUARTERS
BOARD ROOM
8:00 A.M.

FOREST PRESERVE DISTRICT OF DU PAGE COUNTY

ST. JAMES FARM SPECIAL COMMITTEE

AGENDA

CALL MEETING TO ORDER

ROLL CALL

PUBLIC COMMENTS

1. Approval of the Minutes for October 20, 2009, December 1, 2009 and January 5, 2010.
2. Development Committee Chairperson's Updates (Chairperson Mehling)
3. Report on the St. James Farm Master Plan – Proposed Improvements to the Preserve for Years 1-7 (Director Hoyt)
4. Proposed Donor Recognition Program Structure for St. James Farm (Director Wagner)
5. Homecoming Celebration Sponsorship Updates (Director Wagner)
6. Special Events Budget Update (Director Guritz)
7. St. James Farm Manager's Report (Manager Zaininger)

OTHER BUSINESS

NEXT MEETING DATE

ADJOURNMENT

A meeting of the Forest Preserve District of DuPage County's St. James Farm Special Committee was held on Tuesday, October 20, 2009 at 8:08 a.m. in the Board Room at District Headquarters.

PRESENT: Chairman D. "Dewey" Pierotti

Committee Members: Carl Schultz, Marsha Murphy, Patti Mehling, Tim Curtin, Wallace Brown, Roger Kotecki, Robert Hutchinson

Attending Commissioner: Linda Painter
Staff Liaison: Executive Director Manning

Attending Staff

Directors: Hoyt, Guritz, Weidner, Wagner, Frederick, Wakolbinger,

Manager of St. James Farm Zaininger, Manager of Landscape Architecture Weller, Volunteer Services Supervisor Linnell, Landscape Architect Supervisor Ortega, Public Affairs Specialist Mason-Bonnet, Administrative Assistant Kale

Guests

Nancy and Jim Winkelman, Friends of Therapeutic Equine Activities (FTEA); Jim Knippen, WKKP

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

It was moved by Committee Member Curtin, seconded by Committee Member Mehling-, that the St. James Farm Special Committee minutes from September 22, 2009 be approved and placed on file. On roll call, Committee Members Curtin, Brown, Hutchinson, Kotecki, Mehling, Murphy and Pierotti voted "aye." Motion carried.

Committee Member Schultz was not present at the time the vote was taken. He entered the meeting at 8:15 a.m.

ST. JAMES FARM DEVELOPMENT COMMITTEE UPDATES

Committee Member Mehling brought to the attention of the Committee a public comment made at the St. James Farm Development Committee meeting. A DuPage County resident expressed concern that the existing historical trails were not being maintained. There is a proposal to create a main trail through the preserve, but the existing trails that are being utilized are being lost.

Executive Director Manning remarked that Director Frederick and Manager Zaininger will look into the matter. He said they will have to consider that many of the trails will, technically, be closed according to the Master Plan. Staff will have to move forward with the closings and put up signage.

Director Frederick reported that staff has identified a network of existing trails in the woodland on the property that Mr. McCormick had used. These trails do not meet District standards. Most of the trails are mud trails with little light penetration. Staff has identified trails that can be used by the public and are being maintained at District standards. When conditions are too wet for the trails to be used, signs are posted closing the trails.

Committee Member Mehling remarked that quail cart rides are being offered at St. James Farm. There have been 22 tours, with a total of 93 people taking the rides. She also reported that Special Use Permits were issued for two events: The Hunter Pace event and a trail ride by a saddle club. A few organizations have scheduled events at St. James Farm. National Louis University has scheduled a tour, the Wayne DuPage Hunt Club has planned a mock hunt, and the Boy Scouts of America are having a camp outing.

Chairperson Mehling noted that the preserve is scheduled to be open 59 days in 2010. Director Frederick reported that, due to DuPage County Health Department restrictions, the preserve can only be open 59 days. The days have been programmed out, including the "Taste" of St. James Farm and the Homecoming event. After the Memorial Day weekend, the preserve will be open every weekend through November, including two three-day holiday weekends, July 4th and Labor Day.

Chairperson Mehling reported that the Development Committee proposed naming a trail the Paul D. Pierotti Memorial Trail. The St. James Farm Forest Preserve connects with Blackwell, Herrick and Danada Forest Preserves. A map of the proposed trail was passed around for the Committee to view. The center of the trail is in St. James Farm, with spurs to Herrick, Danada and Blackwell Forest Preserves. The trail will be a project for which the Development Committee will raise funds. The trail will be named the Paul D. Pierotti Trail as a legacy for President Pierotti and commemoration of the acquisition of St. James Farm. Committee Member Mehling asked that that trail be included in the Master Plan.

Chairperson Mehling reported that Director of Fundraising and Development Wagner has put together a multi-tiered sponsorship proposal to offset the cost of the Homecoming Celebration and the "Taste" of St. James. The "Taste" will be a donor cultivation event held on May 27, 2010. The Development Committee is working to ensure that a donor wall be figured in next fiscal year's budget. The donor wall will be used to acknowledge donors who help raise funds for St. James Farm.

Director of Fundraising and Development Wagner reviewed the draft proposal of sponsorship levels for the Homecoming Celebration. Last year the highest sponsorship level was \$1,000. This year, they are proposing to add increased levels of \$2,500 and \$5,000. The higher level sponsorship will involve a dual sponsorship of the "Taste" and the

Homecoming Celebration. Sponsors will receive increased media exposure, since the District has a more defined marketing plan.

Director Wagner discussed another change in the marketing plan. The Committee and staff determined that an unlimited number of tickets would be offered to the "Taste" event. In the plan for last year, a limited number of tickets were to be offered. The event is designed to get as many prospective donors to the site as possible and to encourage their interest in the facility. She planned to further develop the details on recognition of donors for the next meeting.

Chairperson Mehling reported that the Development Committee discussed selling activity passes at the Homecoming Celebration that would provide access to activities, such as quail cart rides, the trolley, fishing and other specified activities at the Farm. The activity passes will be sold at two rates: \$5.00 for people 13 and over and \$3.00 for children 12 and under. The charge will help defray the cost of the event.

The draft St. James Farm Special Event Budgets were distributed. Director Guritz reported that, because the Development Committee would not convene until January, they began planning and preparing the budget for the Homecoming Celebration and the "Taste". The Development Committee and staff still have some research to do. He asked for approval from the Committee to move forward with the budget plan for Homecoming Celebration and the "Taste". If approved, the budgets will be brought to Commission for approval in November. The goal for the budgets is to break even.

The following issues concerning the budgets were reviewed:

Homecoming Celebration

- The costs of the activity passes are in line with, and more generous than, the cost of the activity passes at the Fall Festival.
- The money generated from the activity passes will, mostly, go to offsetting the promotional costs needed to publicize the event.
- Contractual services for pony rides are included in the budget.
- A Contract with the caterer for both events, The "Taste" and the Homecoming Celebration, is being worked out.
- A trolley will be used to transport visitors to various events.

"Taste" of St. James

- There is \$14,000 remaining from a \$15,000 contribution made by Waste Management in 2005.
- Staff recommends that the remaining \$14,000 be used to offset the cost of the first donor cultivation event.

A Committee Member inquired as to whether the District should look into purchasing tables and chairs versus renting them, since they will be needed in the future for special events.

President Pierotti asked for a show of hands by the Committee indicating approval to bring the final budget to Commission. All Committee Members approved.

Executive Director Manning recommended that the budget be maintained as a draft or a proposed budget. Since the budget is based on fundraising, adjustments may be needed as organizations contribute various amounts. Also, it should remain a draft because, if any of the \$12,500 of the Homecoming Celebration budget is coming from the overall agency budget as dedicated to the Office of Public Affairs, the decision should be made by the Commission Board through the budget approval process.

Chairperson Mehling reported that the "Taste" festivity will involve mini-glitz equestrian shows and demonstrations. The event will include a carriage driven by Lippizans that were owned by Brooks McCormick and a Lippizan dance performance by Temple Lippizan Farms.

Chairperson Mehling reported that Director of Public Affairs Weidner put together a promotional plan for the Homecoming Celebration. Advertisements for the event will go out three weeks prior to the event. Director Weidner discussed items covered at the Development Committee meeting. He stated that they wanted to ramp up the advertising and promotion of the Homecoming Celebration and this would require additional expenditures. The event will be advertised on the radio, in newspapers and on the internet. Commissioner Kotecki recommended that staff advertise in some of the homeowner association newsletters. The DuPage County Community Development Department has a list of unincorporated homeowner associations.

Chairperson Mehling reported that the Development Committee has some exciting things coming up for the 2010 Homecoming Celebration. The event will include a mini polo match. Paddock 13 comprises a large area that will be used as a main arena in which a variety of equestrian shows and demonstrations will take place. A presenter will announce the shows and review the program. Other activities that will be featured are an art fair and bands.

Commissioner Schultz brought up a recommendation from the Mayor of Warrenville concerning the Master Plan. The Mayor commented that that the Master Plan looked really good. The only thing he wanted to add to it was a spur trail to Lions Park. Director Hoyt responded that this recommendation was made at the Open House and staff would look into it.

NEXT MEETING DATE

The next St. James Farm Special Committee Meeting was tentatively set for Tuesday, January 12, 2010.

ADJOURNMENT

It was moved by Committee Member Kotecki, seconded by Committee Member Schultz, that the St. James Farm Special Committee be adjourned at 8:55 a.m. All Committee Members voted aye. Motion carried.

A meeting of the Forest Preserve District of DuPage County's St. James Farm Special Committee was held on Tuesday, December 1, 2009 at 8:10 a.m. in the Board Room at District Headquarters.

PRESENT: Chairman D. "Dewey" Pierotti

Committee Members: Carl Schultz, Marsha Murphy, Patti Mehling, Wallace Brown, Roger Kotecki,

Attending Commissioner: Linda Painter
Staff Liaison: Executive Director Manning

Attending Staff

Deputy Directors: Bob Vick, Mike Palazzetti

Directors: Hoyt, Guritz, Weidner, Wagner, Frederick, Wakolbinger, Oldenburg

Manager of St. James Farm Zaininger, Manager of Landscape Architecture Weller, Volunteer Services Supervisor Linnell, Landscape Architect Supervisor Ortega, Administrative Assistant Kale

Guests

Nancy Gaa; Janet Lumsden; Lloyd Hoekstra; Shelly Fregoso; Carol Hancock, Wayne-DuPage Hunt Club

Press

Robert Sanchez, Daily Herald

ABSENT: Robert Hutchinson, Tim Curtin

PUBLIC COMMENTS

Janet Lumsden, resident of DuPage County, remarked on how much she and her husband enjoyed visiting St. James Farm. She would like to see the District keep the equestrian history alive at the Farm and bring Mr. McCormick's love of the environment to the people. She is an engineer and noticed that the counter at the entrance from the parking lot was not working correctly. If information from the counter is used to make decisions about public use, staff should look into the situation. She noticed that when visitors walked in quickly, the counter did not register them. There are a lot more people visiting St. James Farm than those registered. The second matter was a recommendation that the Committee hold evening meetings and publicize them well, in order to make the meetings more available to the public and understand what their interest is in St. James Farm.

President Pierotti remarked that it was a good suggestion and staff could arrange a night meeting periodically.

Nancy Gaa, resident of DuPage County, said that she rides her horse every weekend at St. James Farm. She remarked that she is advocating for both trail systems. The historic trails should be kept and the new multipurpose trail should be constructed as well. The historic trails have been there for 30 or more years, are dirt and turf trails (12 to 16 feet wide) and are easily maintained. The trails are being used all the time by equestrians and pedestrians. In order to appreciate the beauty of nature, people need to travel through the woodland trails. She mentioned that both the Fox Valley Trail Riders and the Trail Riders of DuPage (TROD) have stated they would help maintain the trails. Both trail systems offer great benefits to the community, even if only some of Mr. McCormick's historic trails are kept.

President Pierotti thanked Ms. Gaa for her comments. He remarked that the plan for St. James Farm is an ongoing project and input from residents helps staff in making decisions concerning the preserve. Based on his commitment to Mr. McCormick, an equestrian presence at St. James Farm will be maintained.

DISCUSSION OF PUBLIC COMMENTS TO THE ST. JAMES FARM CONCEPTUAL MASTER PLAN

Director of Office of Planning Hoyt reported on the results from public comments received for the St. James Farm Master Plan. The public comment period consisted of a 30 day period in which staff collected public comments from e-mails and the open house meeting. Once the comments were gathered, Office of Planning staff met with other departments and reviewed them. The presentation showed the breakdown of the results.

Landscape Architect Supervisor Ortega reviewed highlights of the public comments received and discussed staff's recommendations for changes to the Master Plan. The public comments were broken down into the following categories: trail related, site access and circulation, site amenities, operations/management/programming, natural resources and master plan process.

The public comments were reviewed as follows:

Operations/Management/Programming – 44% of the Comments Received

Public Comments

In terms of equestrian use, there was concern about how St. James Farm would impact Danada Forest Preserve.

Staff's Consensus

The operation of St. James Farm will not affect programs at Danada Forest Preserve. There may be opportunities for Danada staff to utilize the St. James Farm arena for programming, on an intermittent basis. It is the intent of the Master Plan that St. James Farm be utilized for equestrian events.

The equestrian facilities can be utilized by the public and other groups through the special permitting process.

Public Comments

The public expressed interest in using the preserve for activities, i.e. fishing, kite flying and geochaching.

Staff's Consensus

These opportunities are already available at the preserve.

Future uses planned for the site include picnicking, hiking trails, interpretation of historical sites and natural resource interpretation.

Public Comments

There was interest in having a model aircraft field at the preserve.

Staff's Consensus

The District has five model aircraft fields District-wide. The current use of the preserve doesn't warrant the addition of another model aircraft field.

Public Comments

There were a lot of questions pertaining to equestrian needs, such as what type of special events will be held at the preserve and when and how frequently will the events be held. There were questions about the operation and management of the preserve.

Staff's Consensus

Staff should develop an equestrian management plan that would identify all the needs pertaining to equestrian use of the preserve. This plan would help the general public understand how the facility will be used. The management plan will be an important component that can be developed independent of the Master Plan.

Trail Related – 37% of the Comments Received

Public Comments

There were a lot of comments concerning trail connections.

Staff's Consensus

Trail connections should be integrated to the intersection of Mack and Winfield Roads. A trail connection should link the South Farm trails to Lions Park. Also, a trail section should link the former driveway, coming in from Winfield Road, and then go to Butterfield Road, with a connection at that intersection.

Public Comments

There were requests from the public to maintain the former trails in the preserve.

Staff's Consensus

The plan shows consolidation of the trail use to one multi-purpose trail. One reason is to reduce fragmentation of habitat. Studies show that large expansive trail systems help advance the spread of invasive species in high quality natural areas. Also, additional staff would be required to maintain the large network of trails.

There are concerns about maintaining the trail surface. There is a large amount of trail canopy in that area that prevents light from penetrating the ground to support turf growth. A lot of the existing trails pass through wetland, floodplain and other areas of saturated soils. There are areas that have steep cross slopes that can cause washout conditions.

While the District does maintain turf trails in other preserves, it is anticipated that the use at St. James Farm would be much greater than in other preserves contributing to the degradation of the trails and compromising their usability.

In addition, management inspection, safety patrols and emergency response could not be efficiently accomplished on turf trails unless conditions were ideal.

Public Comments

There were comments concerning restricting use and exclusive use on trails.

Staff's Consensus

The trail system should be a multi-purpose trail and the entire trail system should be open for use by all trail users. Dedicated trails for specific user groups should not be provided.

Staff does not support the idea of an equestrian, cross-country course since the District already has a cross-country course at Pratt's Wayne Woods. Due to the relative small size of St. James Farm, a cross-country course would have many loops and undulations that would greatly contribute to habitat fragmentation.

Natural Resources – 6% of the Comments Received

Public Comments

There were requests that the agricultural areas and crop production be maintained.

Staff's Consensus

The agricultural areas should be restored to provide habitat that encourages a greater diversity of species. The District already has two model farms at Timber Ridge and Danada Forest Preserves.

Site Amenities – 5% of the Comments Received

Public Comments

There were requests to provide an off-leash dog facility at the preserve.

Staff's Consensus

This should not be provided because there are six other off-leash dog facilities District-wide; one of them is a mile away at Blackwell Forest Preserve.

Public Comments

There were suggestions that equestrian camping, or a paddock, be provided near a picnic area.

Staff's Consensus

The Health Department has restrictions about matters involving having animals near an area where food is consumed. Amenities such as hitching posts can be placed a suitable distance from the picnic areas.

Site Access and Circulation – 4% of the Comments Received

Staff's Consensus

The horse trailer entrance should be located off of Mack Road because it is difficult to maneuver the vehicles on Winfield and Butterfield Roads.

Public Comments

There was a concern that traffic would be generated when the parking lot is constructed off of Galusha Road.

Staff's Consensus

The proposed size of the parking lot is modest and it is not anticipated that traffic would be impacted by the parking lot.

Supervisor Ortega reported that staff has been working with the Illinois Department of Transportation (IDOT) concerning the entrance to St. James Farm. IDOT is pushing ahead with an accelerated schedule for the Butterfield Road widening project and reported that they would be able to integrate the entrance into their plans. The District will need to cover engineering and construction costs for its portion of the project. In addition, IDOT will need to purchase some land from the District for the widening project. When drafting an agreement with IDOT, the District could take advantage of the cost savings that would come from the large scale road improvement project. Due to IDOT's accelerated schedule, a decision concerning the agreement will need to be made soon.

Master Plan Process – 4% of the Comments Received**Public Comments**

There were comments regarding how the phasing and cost estimating process would be accomplished.

Staff's Consensus

The phasing and cost estimating process will be integrated as part of the final Master Plan that will be approved by the Commission Board.

President Pierotti asked Director Hoyt to give an overall view of the public comments received and to identify the areas of greatest interest and how they would affect the Master Plan. Director Hoyt reported that, when viewing the public comments, the highest needs and issues pertained to the operations/management/programming category. This has to do with the District communicating information about equestrian activities to the public. The District needs to inform the public concerning which areas of the preserve will be open and the times they will be open. Staff can work on an equestrian management plan that can be developed independently of the Master Plan. The second greatest interest was trails.

A PowerPoint slide was shown of the original Master Plan. Supervisor Ortega pointed out the proposed changes to the trails on the slide of the Master Plan as follows:

- A trail connection to Lions Park.
- A trail connection extending from the trail to Winfield and Mack Road.
- A trail section along the west portion of the preserve linking the former driveway off of Winfield Road to the intersection of Winfield and Butterfield Road.

Director Hoyt asked the Committee for their comments concerning staff's recommendations for the Master Plan.

Committee Member Schultz remarked that more information was needed on the use of various buildings in the preserve. Executive Director Manning responded that staff was in the initial phases of the overall development of St. James Farm. Staff will need to formulate additional sub-plan documents to identify the utilization, operational structure, and the needs and concerns pertaining to the operation of St. James Farm. The Master Plan is the framework for all further development.

Director Hoyt reported that staff wanted to present the public's comments and staff's recommendations to the Committee to discern whether the Committee was comfortable with the proposed plan. Staff will be making the trail modifications to the plan, proposing phasing recommendations and identifying cost estimates. The proposal will be brought back to the Committee for approval; then, it will go to the Planning Session and Commission for approval.

Committee Member Kotecki remarked that he had some concern that all the turf trails, or the trails not part of the main system, were being eliminated. He noted that people will walk on these trails even if they are not part of the trail system. It may be better to have a few guided trails rather than having people creating their own trails. Director Hoyt responded that this was the reason staff wanted to focus on the multipurpose trail system for the Master Plan. Staff wants to identify the multi-purpose trail before starting to work on footpaths.

NEXT MEETING DATE

The next St. James Farm Special Committee Meeting will be held on either January 5th or 12th, 2010.

ADJOURNMENT

It was moved by Committee Member Kotecki, seconded by Committee Member Schultz, that the St. James Farm Special Committee be adjourned at 8:58 a.m. All Committee Members voted aye. Motion carried.

A meeting of the Forest Preserve District of DuPage County's St. James Farm Special Committee was held on Tuesday, January 5, 2010 at 8:07 a.m. in the Board Room at District Headquarters.

PRESENT: Chairman D. "Dewey" Pierotti

Committee Members: Carl Schultz, Marsha Murphy, Patti Mehling, Wallace Brown, Roger Kotecki,

Attending Commissioner: Linda Painter
Staff Liaison: Executive Director Manning

Attending Staff

Deputy Directors: Bob Vick, Mike Palazzetti

Directors: Hoyt, Guritz, Weidner, Wagner, Frederick

Assistant Director of Office of Finance Gorman, Manager of St. James Farm Zaininger, Manager of Landscape Architecture Weller, Volunteer Services Supervisor Linnell, Landscape Architect Supervisor Ortega, Administrative Assistant Kale

Guests

Nancy Gaa, Lloyd Hoekstra, Shelly Fregoso, Sheila Rutledge, Eric Bergman

ABSENT: Robert Hutchinson, Tim Curtin

PUBLIC COMMENTS

Sheila Rutledge remarked that she was a neighbor who lived near the east entrance of St. James Farm. She noted that, initially, when she and her neighbors learned that the District was going to purchase the property, they were extremely excited that the District was purchasing it and the property would remain preserved. She came to the meeting to inquire as to why, three years after the District acquired the property, it continues to be available only on a limited basis. As a resident and a taxpayer, who fully supports this project, she would like to know when the preserve will be fully open to the public. She urged the Committee, as they do their planning, to get the property open so the taxpayers can enjoy it.

Nancy Gaa, resident of DuPage County, requested that the turf trails be kept open and that they not be eliminated from St. James Farm. She stated that the turf trails are over 50 years old and have historical significance to the farm and to the residents of DuPage County. The turf trails should be kept open, along with the installation of the limestone trails, because the turf trails allow exploration of the wooded areas and help eliminate congestion on the limestone trails, which will increase safety for all users. The intended purpose of St. James Farm is to allow as many people as possible to use the land and

enjoy the beauty of this rare historic property. Also, St. James Farm has an 89 year history as a working farm and should continue to be utilized as a working farm. This rare open space in this congested region should be maintained as a farm to educate future generations about the importance of farming in this area. She requested that the Committee continue to allow the public to have farming and to utilize the turf trails at St. James Farm.

President Pierotti thanked both residents for coming forth with their public comments and said that the comments would be recorded and addressed.

MIAMI CORPORATION'S RESPONSE TO THE ST. JAMES FARM CONCEPT MASTER PLAN

Committee Member Mehling reported that Rich Hogan, Miami Corporation, praised the work done on the Master Plan for St. James Farm. Mr. Hogan said that the Master Plan looked "like what Mr. McCormick would have envisioned." He also said, "The Master Plan was exactly in keeping with what Mr. McCormick had hoped the Forest Preserve District would do," and "nicely done." Chairperson Mehling commended the work done by Director Hoyt in developing the Master Plan. It was noted that the Miami Corporation administered Mr. McCormick's estate. President Pierotti remarked that to hear that the District's work on the Master Plan is in keeping with Mr. McCormick and his family's intent was welcome news.

Committee Member Mehling, who was participating in the meeting via teleconference, signed off at 8:20 a.m.

ST. JAMES FARM MASTER PLAN

Director of Office of Planning Hoyt stated that the purpose of calling this meeting was to obtain a motion to the Board's Planning Committee in support of the St. James Farm Master Plan. She recapped the procedure staff undertook in soliciting public comments. 192 comments were received. The category of highest interest was operations/maintenance/programming at 44% and the category that came in second was trails at 37%. Since the last Special Committee meeting on December 1st, a few more improvements were made to the Master Plan. Director Hoyt noted that, in view of the commendation from the Miami Corporation, direction from the Special Committee, the public comments and staff's input, there is indication that this is a very sound plan that will be brought to the Planning Committee and the Commission Board for approval.

Staff has been working on identifying a location at St. James Farm for donor recognition. The donor recognition site will be in an area that has high visibility and accommodates a variety of funding sources and levels. It is also a location in which the donor recognition components will blend with the architecture and the theme of the preserve. The location being considered is the area just to the west of the brick stable by the reaper wall near the garden.

Another improvement being made to the plan involves the East Farm area. Although, this area has been identified for special events, it will also be open to the public. Staff will be drafting a management plan that will more specifically outline how St. James Farm will be used. The management plan will provide the system in which the general public will be allowed to use the arenas, such as the dressage arenas and the jump arenas. All these improvements will be supportive of and reflective of the Master Plan

Director Hoyt presented a PowerPoint presentation of the changes recommended to the Master Plan. The Master Plan was modified to reflect suggestions recommended by the public, the Committees and the Commissioners. One modification was to include a trail connection to Warrenville Grove Park on the south portion of the property. Also, the donor and recognition area was identified on the plan. She reviewed the concepts, including the circulation, parking and trails, in the Master Plan.

Director Hoyt reviewed the Phasing Plan for the St. James Farm Master Plan. The Phasing Plan provides the framework for the capital development improvements that will be completed in the preserve. The Phasing Plan is identified for implementation over a period of 20 years.

In developing the phasing for the Master Plan, staff considered the following issues:

- Make sure the public can access the site;
- Reduce elements that will cause unnecessary operations and maintenance;
- Work on public utility connections that are vital to the project and preserve;
- Coordinate work with existing IDOT projects;
- Improve the special events area so the District can start bringing money into the site.

All the phases provide various levels of fundraising options. There are three phases in the plan and a total cost has been figured for each one. Staff has also estimated unit prices for the individual components of the plan. This will be helpful in fundraising when donors want to contribute towards a specific structure or project.

The Phasing Plan was reviewed as follows:

Phase 1 (0-7 Years) Total Cost Estimate \$12,740,000.00

This phase entails the modification or construction of the following elements:

- Main parking lot and access road;
- Picnic areas;
- North farm multipurpose trails;
- Upgrade jumping and dressage arenas;
- Improvements to indoor arena and block stables;
- Site manager's office;
- Public restrooms;
- Volunteer headquarters;
- Upgrade dairy barn for storage;

- Remove obsolete farm buildings as necessary;
- Restoration of natural areas;
- Municipal water and sanitary sewer connections.

Director Hoyt reported that it is important to work on the municipal water and sewer lines in this first phase because, by bringing these in, less infrastructure will be required for fire suppression, which is mandatory on these buildings. This will also result in less long term maintenance and a reduction of the amount of private wells needed on the site.

Phase 2 (8-15 Years) Total cost estimate \$15,720,000

This phase entails the modification or construction of the following elements:

- Brick stables;
- Farm workshop display area;
- East farm parking lot and circulation;
- Show stables;
- East farm restrooms;
- South farm natural area restoration;
- Multipurpose trails in the south farm
- Trail construction coordinated with the natural areas restoration work.

Phase 3 (16-20 Years) Total cost estimate \$5,790,000

This phase entails the modification or construction of the following elements:

- Chamossaire picnic area;
- Development of small dairy out-buildings at the main farm for interpretation;
- Galusha house parking lot;
- Restoration of Spring Brook and the north alfalfa field.

The cost total for all three phases, as estimated in 2009 dollars, is \$34,250,000. This estimate will increase due to inflation by 5% every year.

Director Hoyt reviewed funding opportunities in relation to the phases of the Master Plan. The funding opportunities determine how the plan can be implemented over the 20 year Phasing Plan.

Funding opportunities include the following options:

- Capital funds;
- Referendum funds;
- Private donations and sponsorships;
- Grant sources.

Two PowerPoint pictures were shown portraying what St. James Farm will look like once it has been developed. The first was a view of the main farm when looking from the southeast and the second was a view of the Chamossaire picnic area, also viewed from the southeast. The pictures were created using Visual Nature Studio and Sketch-Up Software, which the Planning Department recently acquired.

Director Hoyt pointed out that the pictures show the main entrance coming in off of Winfield Road. It is staff's intent that, by using the existing topography and augmenting some of the vegetation in that area, the main entrance road will blend into the landscape. They did not want to construct a main entrance road that would unduly impact the natural resources or be unaesthetic. The 3-D images will be effective in raising funds for St. James Farm.

Director Hoyt reported that the final Master Plan will include an eight page booklet containing photos, information on the history of St. James Farm and an overview of the Master Plan. The booklet can be given to residents and can be used for fundraising purposes. It will be available when the final Master Plan is approved at Commission.

The Committee discussed issues concerning financing the Master Plan, the importance of bringing the water system up to code and the need for a parking lot. It was noted that the estimated cost of renovating the water system to bring it up to code was 1.2 million dollars.

President Pierotti stated that it was important that people realize, "it is not that the District doesn't want people to have access to the property, but our hands are tied in many respects by restrictions by various agencies." The County Health Department and the local fire department have codes that limit the use and the number of people we can allow on the property. The District has to accommodate all these entities.

Committee Members agreed that bringing the water system up to code should be a priority. President Pierotti stated that a master plan is an outline of what we want to accomplish over the years, and it demonstrates that there is an end goal the District would like to accomplish

Commissioner Kotecki asked to see a cost breakdown for the phases. Director Hoyt responded that she would send out the cost breakdown of the phases to Committee members before the January 12th Planning Session.

It was moved by Committee Member Schultz, seconded by Committee Member Kotecki, that a recommendation be made to the Planning Committee to adopt the St. James Farm Master Plan dated January 5, 2010. Chairman Pierotti asked for a show of hands approving the motion. The consensus was to approve the motion.

NEXT MEETING DATE

The next St. James Farm Special Committee Meeting will be held on February 9, 2010.

ADJOURNMENT

It was moved by Committee Member Schultz, seconded by Committee Member Kotecki, that the St. James Farm Special Committee be adjourned at 8:50 a.m. All Committee Members voted aye. Motion carried.