



**FOREST PRESERVE DISTRICT OF COOK COUNTY  
BOARD OF COMMISSIONERS**

**Virtual Meeting**

**BOARD AGENDA**

**Tuesday, March 15, 2022, 10:00 AM**

**PUBLIC TESTIMONY**

Authorization as a virtual public speaker shall only be granted to those individuals who have submitted in writing, their name, email address, phone number, subject matter, and organization (if any) to the Secretary 24 hours in advance of the meeting. Duly authorized virtual public speakers shall be sent a link to virtually attend the meeting and will be called upon to deliver testimony at a time specified in the meeting agenda. Authorized public speakers who are not present during the specified time for public testimony will forfeit their allotted time to speak at the meeting. Public testimony must not exceed three minutes; the Secretary will keep track of the time and advise when the time for public testimony has expired. After each speaker has completed their statement, they will be removed from the meeting. Once removed, you will still be able to follow the proceedings for that day at:

<https://www.cookcountyil.gov/service/watch-live-board-proceedings> or in a viewing area at 69 W.Washington Street, 22nd Floor Conference Room D, Chicago, IL. Persons authorized to provide public testimony shall not use vulgar, abusive, or otherwise inappropriate language when addressing the Board; failure to act appropriately; failure to speak to an item that is germane to the meeting, or failure to adhere to the time requirements may result in expulsion from the meeting and/or disqualify the person from providing future testimony. Written comments will not be read aloud at the meeting, but will be posted on the meeting page and made a part of the meeting record.

**OFFICE OF THE GENERAL SUPERINTENDENT**

[22-0133](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**PROPOSED INTERGOVERNMENTAL AGREEMENT**

**Department:** Department of Planning and Development

**Other Part(ies):** Streamwood Park District, Streamwood, Illinois

**Request:** Authority for the Forest Preserves of Cook County (the “Forest Preserves”) to enter into an Intergovernmental Agreement (“IGA”) with the Streamwood Park District (the “Park District”).

**Goods or Services:** The Streamwood Park District is requesting an IGA to improve and maintain 891 feet of existing unpaved access road that extends north of Schaumburg Road to a former watchman residence in the Arthur L. Janura Preserve to allow for joint access to Forest Preserves land and adjacent Park District land where the Park District is proposing community garden facilities. Proposed improvements on Forest Preserves land include new gravel on the roadway and approved pull-off areas, new speed limit signs, new access gates and demolition of a former watchman residence. The Park District is seeking a license for 0.31 acres or 13,365 square feet (891 linear feet times the requested

15-foot license width).

**Agreement Number(s):** N/A

**Agreement Period:** Thirty (30) years, with successive automatic one (1) year renewal terms until terminated

**Fiscal Impact:** N/A

**License Fee:** \$28,227.27 (waived)

**License Application Fees:** \$3,500.00 (waived)

**YELAR Fee:** \$6,900.00 (waived)

**Tree Mitigation Fee:** N/A

**Accounts:** N/A

**District(s):** 15

**Summary:** The Forest Preserves owns and maintains an existing access road on the north side of Schaumburg Road west of Bartlett Road that provides access to a former watchman residence in the Arthur L. Janura Preserve, also known as Poplar Creek. The Park District acquired adjoining property for a variety of improvements including a new community garden facility located behind other office and maintenance facilities and is seeking more direct access to the garden facilities via shared use of the Forest Preserves access road. In addition to proposed roadway improvements described above, the Park District will demolish a former watchman residence as part of a larger construction package for improvements on adjacent Park District land. The Park District will be responsible for design, construction and future maintenance costs associated with the project and for opening and closing the new access gate to the community garden area. No trees are proposed to be removed. The license fee, license application fee, and the YELAR fee will be waived in consideration of the proposed improvements at no cost to the Forest Preserves. The IGA constitutes a license for the Streamwood Park District to construct and maintain the access road for thirty (30) years, with successive automatic one (1) year renewal terms until terminated. Final agreement is subject to legal review and approval.

[22-0169](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**PROPOSED CONTRACT**

**Department(s):** Department of Facilities and Fleet

**Vendor:** The Public Group, LLC, Provo, Utah

**Request:** Authorization for the Forest Preserves of Cook County (the "Forest Preserves") to enter into and execute

**Good(s) or Service(s):** Online Auction Services

**Contract Value:** N/A

**Contract Period:** 3/15/2022 - 8/7/2022, with four (4) one-year optional renewals to be exercised at the discretion of the General Superintendent if the underlying comparable government procurement is extended as well.

**Estimated Fiscal Impact:** N/A. Revenue Generating (Estimated \$40,000.00)

**Accounts:** N/A

**Contract Number(s):** N/A

**Concurrences:**

The Chief Financial Officer has approved this item. Final agreement is subject to legal review and approval.

**District(s):** Districtwide

**Summary:** The Public Group, LLC provides a public web-based, online auction system. The Public Group, LLC will be responsible for advertising the sale of various decommissioned vehicles and surplus items for the Forest Preserves. The decommissioning of vehicles is subject to approval of the Vehicle Steering Committee.

The Public Group, LLC is also used by Cook County for online public auction services. This is a Comparable Government Procurement. The Public Group, LLC was previously awarded a contract by the City of Tucson, Arizona through a competitive Request for Proposal process.

[22-0168](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**PROPOSED DISBURSEMENT**

**Department(s):** Department of Conservation and Experiential Programming

**Action:** Authorization to disburse payment

**Payee:** Swim Chicago Southland, Bridgeview, Illinois

**Good(s) or Service(s):** Management and operations associated with the three (3) Aquatic Centers

**Fiscal Impact:** Not to exceed \$799,369.00 in the 2022 fiscal year.

**Accounts:** Professional Services 51001.520840

**Contract Number(s):** 16-35-01

**District(s):** 4, 9, 10, 16

**Summary:** Payment of expenses for managing the three (3) Aquatic Centers for the swim season, which is Memorial Day weekend through Labor Day weekend, unless extended due to weather conditions. Payments will be based upon working capital needs, invoices, and backup documentation submitted by Swim Chicago Southland for the management and operations including staffing, supplies and concession items for the Aquatic Centers, pursuant to the Aquatic Center Management Contract approved by the Forest Preserves of Cook County Board of Commissioners on 3/22/2016 (Board Item No. 16-0129) and renewed for the 2022 season at the 11/2/2021 board meeting (Board Item No. 21-0475).

[22-0176](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**PROPOSED DISBURSEMENT**

**Department(s):** Department of Planning and Development

**Action:** Authorization to disburse payment

**Payee:** Christopher B. Burke Engineering, LTD., Rosemont, Illinois

**Good(s) or Service(s):** Professional Services for Transportation Improvements

**Fiscal Impact:** \$157,531.57

**Accounts:** Professional Services 51029.520830 and 51009.520830

**Contract Number(s):** #74000007780 and #74000009864 issued under Project #19-80-67G

**District(s):** Districtwide

**Summary:** Professional engineering services for certain transportation-related capital projects funded primarily by the transfer of up to \$25 million in motor fuel tax (MFT) funds through an Intergovernmental Agreement with the Cook County Department of Transportation & Highways (“CCDOH”). The consultant scope includes design and construction management for improvements to access roads with parking areas, rehabilitation of trails, related ADA improvements, stormwater drainage and pedestrian safety improvements. This payment is for work under a professional service contract approved by the Forest Preserves of Cook County Board of Commissioners on 5/19/2020 (Board Item No. 20-0189). A small portion of the work for this payment is not eligible for MFT funds and would be paid with other capital funds.

[22-0181](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

## REPORT

**Affiliate:** Forest Preserve Foundation

**Request:** Receive and File

**Report Title:** Forest Preserve Foundation 2021 Annual Report

**Report Period:** January 2021 - December 2021

**Summary:** The mission of the Forest Preserve Foundation (the “Foundation”) is to engage in protecting and restoring the treasured natural habitats of the Forest Preserves of Cook County and to enhance the

outdoor experiences of all communities. It does this by encouraging and administering private gifts to further the Forest Preserves of Cook County mission and goals.

Over its lifetime, the Foundation has made grants totaling \$2.8 million toward its primary goal: increasing access for all to the Forest Preserves of Cook County.

[22-0175](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**REPORT**

**Department:** Department of Facilities and Fleet

**Request:** Refer to Finance Committee

**Report Title:** Annual Energy Expense Report

**Report Period:** 1/1/2021 - 12/31/2021

**Summary:** On 1/26/2021, the Forest Preserves of Cook County Board of Commissioners authorized the Forest Preserves to enter into agreements for energy providers recommended by Ameresco, Inc. (Board Item No. 21-0125). Previously, on 10/20/2020, the Board of Commissioners had approved a contract with Ameresco, Inc. to provide, in part, procurement of electricity, natural gas, and renewable energy (Board Item No. 20-0363). As required by Board Item No. 21-0125, this report provides a monthly breakdown of related energy payments made during fiscal year 2021.

[22-0170](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**REPORT**

**Department:** Forest Preserves of Cook County Law Enforcement

**Request:** Refer to Law Enforcement Committee

**Report Title:** Model Policing

**Report Period:** March 2022

**Summary:** Report on the status to achieve the goal of a Model Forest Preserves Police Department

[22-0174](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**REPORT**

**Department:** Office of the General Superintendent

**Request:** Receive and File

**Report Title:** Resident Watchman Annual Report

**Report Period:** 1/1/2021 - 12/31/2021

**Summary:** This report is required per Section 1-9-3 (Fees and Occupancy of District Lands) of the Forest Preserve District of Cook County Code of Ordinances. The report provides names, job titles, and salaries of employees who occupied property within the Resident Watchman Program for fiscal year 2021 and includes other program related information.

[22-0171](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**REPORT**

**Department:** Departments of Legal and Finance

**Request:** Receive and File

**Report Title:** Workers' Compensation Report - January 2022

**Report Period:** 1/1/2022 - 1/31/2022

**Summary:** The Forest Preserves of Cook County Departments of Legal and Finance are submitting Workers' Compensation Claim Payments for the month of January 2022. Payments total \$129,656.05 for January 2022.



[22-0178](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**REPORT**

**Department:** Department of Finance and Administration

**Request:** Receive and File

**Report Title:** Corporate Fund Analysis of Revenue and Expenditures

**Report Period:** 1/1/2022 - 1/31/2022

**Summary:** Detailed Fund Analysis of Revenue and Expenditures for January 2022.

[22-0179](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**REPORT**

**Department:** Department of Finance and Administration

**Request:** Receive and File

**Report Title:** Procurement and Disbursements Report

**Report Period:** 1/1/2022 - 1/31/2022

**Summary:** Submitting the Procurement and Disbursements Report for the period of January 2022. The report is to be received and filed in compliance with Section 1-8-2 (BB) of the District's Code of Ordinances.

[22-0172](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

**RECOMMENDATION OF THE FINANCE SUBCOMMITTEE (LITIGATION)**

Finance Subcommittee Meeting on Litigation -2/8/2022

The Finance Subcommittee on Litigation met on the above listed date and recommends the following for approval:

Proposed Settlements Approved Fiscal Year 2022 to Present: \$0.00  
Proposed Settlements to Be Approved: \$207,000.00  
  
Legal Fees Approved Fiscal Year 2022 to Present: \$119,217.37  
Legal Fees for 2/8/2022 to Be Approved: \$42,854.59

[22-0185](#)

### JOURNAL OF PROCEEDINGS

SECRETARY TO THE BOARD, Lynne M. Turner, presented in printed form a record of the Journal of Proceedings of the regular meeting held on 02/08/2022.

[22-0173](#)

**Presented by:** ARNOLD RANDALL, General Superintendent

### PROPOSED CALENDAR OF EVENTS

**Department:** Department of Conservation and Experiential Programming

**Summary:** Forest Preserves of Cook County Calendar- 3/15/2022 - 4/5/2022

Please check the Forest Preserve of Cook County's website, [www.fpdcc.com/events](http://www.fpdcc.com/events), for updates and changes.

**Wednesday, 3/16; 11am - 2pm**

**Celebrate Spring Fest, Cummings Square, River Forest**

Build and play with natural materials: make a decorative terrarium, paint a bird house, and participate in other activities.

**Thursday, 3/17; 7pm - 9pm**

**Salamander Night Walk, Little Red Schoolhouse, Willow Springs**

Join a naturalist to discuss habitats of salamanders and search for these amazing amphibians, which are making a remarkable seasonal migration. *Ages 10 and up. Registration required.*

**Friday, 3/18; 7:30pm**

**Moon Walk, Little Red Schoolhouse, Willow Springs**

Let the full moon be our guide as we walk the 1-mile White Oak trail. Bring binoculars, limited pairs to

lend. *Registration required.*

**Friday, 3/18; 6:30pm**

**Woodcock Walk, Crabtree Nature Center, Barrington**

After a short introduction to the American woodcock, take a walk to observe the males spiraling upward in the darkening sky. *Ages 7 and up. Registration required.*

**Saturday, 3/19; 1pm - 3pm**

**North Branch Scavenger Hunt Series, Edgebrook Woods, Chicago**

Search for clues to discover what makes different Preserves unique.

**Saturday, 3/19; 1pm**

**Shades of Green Hike, Crabtree Nature Center, Barrington**

Grab a warm cup of green tea and hike to see what green signs of spring are sprouting and if any leprechauns are visiting.

**Sunday, 3/20; 1:30pm**

**What is the Vernal Equinox? Sand Ridge Nature Center, South Holland**

Learn about the official start of spring and its seasonal effects on the nature around us. *Registration required.*

**Sunday, 3/20; 11am - 3pm**

**Maple Syrup Festival River Trail Nature Center, Northbrook**

Celebrate the arrival of spring with walks, maple syrup information and more. *Call 847-824-8360 for more information.*

**Sunday, 3/20; 11am**

**Spring Equinox Walk, Trailside Museum, River Forest**

Welcome the first day of the spring season with a walk to view migrating birds, emerging insects, spring wildflowers, and animals building homes. *Registration required. Call 708-366-6530.*

**Wednesday, 3/23; 10am - 12pm**

**Spring Break Camp: Animals in Motion, Crabtree Nature Center, Barrington**

Fly, run, swim or leap into this activity-packed camp. Enjoy games, crafts, and nature hikes! *Ages 7 to 10. \$10 per child. Registration required.*

**Wednesday, 3/23; 10am**

**Waterfowl Watch, Sagawau Nature Center, Lemont**

Meet at McGinnis Slough to peer through a spotting scope and watch for migratory waterfowl. *Ages 14 and up. Registration required. Call 630-257-2045.*

**Thursday, 3/24; 10am - 12pm**

**Spring Break Camp: Animals in Motion, Crabtree Nature Center, Barrington**

Fly, run, swim or leap into this activity-packed camp. Enjoy games, crafts, and nature hikes! *Ages 7 to 10.*

*\$10 per child. Registration required.*

**Saturday, 3/26; 10am - 2pm**

**Reptile Rendezvous, Sand Ridge Nature Center, South Holland**

Meet our ambassador reptiles up-close. Learn about their unique adaptations and discover what makes them different from amphibians.

**Saturday, 3/26; 11:30am**

**Day Hiking Leadership Training, Bemis Woods-North, Western Springs**

Calling all teachers, group leaders & youth educators! The Day Hiking Leadership Training program gets youth and groups of all ages outside by empowering teachers and group leaders with the skills and resources they need to lead safe and fun outdoor experiences. We will focus on, thoughtful trip planning, risk management practices, memorable outdoor activities, outdoor ethics, hiking best practices, appropriate gear and more. Training will include two mandatory portions: an online portion available starting two weeks prior, consisting of classroom work and an in-person portion on Saturday, Mar 26. In-person portion will include a group day hike, gear inventory and lending processes. Online portion must be complete prior to the in-person portion. *Registration required. Participants must be at least 18 years or older, be affiliated with an organization and be present on hiking trips when borrowing gear.*

**Saturday, 3/26; 1pm**

**Cook County Carnivores, Sagawau Nature Center, Lemont**

Use a key and replicas of skulls to identify our local carnivores. Examine their pelts and learn about their life cycles. *Ages 10 and up. Registration required.*

**Sunday, 3/27; 1:30pm**

**Bucket Bug Hunt, River Trail Nature Center, Northbrook**

Hike through the sugar bush to find out who has fallen into our sap buckets.

**Sunday, 3/27; 8am**

**Here Comes the Sun, Little Red Schoolhouse, Willow Springs**

Let the sun start your day. Enjoy naturalist-led mindfulness activities and a short hike to help mind, body, and spirit sync with the rhythms of the natural world. *Registration required.*

**Wednesday, 3/27; 10am**

**Waterfowl Watch, Sagawau Nature Center, Lemont**

Meet at McGinnis Slough to peer through a spotting scope and watch for migratory waterfowl. *Ages 14 and up. Registration required. Call 630-257-2045.*

**Wednesday, 3/30; 11am - 2pm**

**Spring Breakout Adventure, Thatcher Woods, River Forest**

Youth and families, enjoy time out of school with activities including animal encounters, nature play, hikes, and other fun during this drop-in program.

**Friday, 4/1; 11am - 2pm**

**Spring Breakout Adventure, Sauk Trail Woods, Chicago**

Spend your time on break, outside! Enjoy a chance to try your hand at several outdoor recreation activities. Explore, discover, and create!

**Friday, 4/1; 6:30pm****Woodcock Walk, Crabtree Nature Center, Barrington**

After a short introduction to the American woodcock, take a walk to observe the males spiraling upward in the darkening sky. *Ages 7 and up. Registration required.*

**Friday, 4/1; 7pm****Woodcock Walk, Wolf Road Prairie, Westchester**

Witness the amazing spring courtship flight of the male woodcock bird at Wolf Road Prairie near Westchester. Led by John Elliot of Chicago Audubon. *Ages 18 and up. Registration required. Call 708-366-6530.*

**Saturday, 4/2; 1pm****Signs of Spring, Sagawau Nature Center, Lemont**

How do plants and animals respond to the longer days? Join us for a trail hike looking for signs of spring's arrival. *Registration required. Call 630-257-2045.*

**Sunday, 4/3; 1pm - 3pm****Pond Dipping, Bode Lake, Streamwood**

Net dip to investigate macroinvertebrates and learn what they can tell us about aquatic habitats. *Ages 5 and up. Registration required.*

**Sunday, 4/3; 11am, 12:30pm, and 2pm****GPS Scavenger Hunt, River Trail Nature Center, Northbrook**

Learn about and participate in a technology-inspired scavenger hunt.

**ITEMS TO BE DISCHARGED FROM COMMITTEE****FINANCE COMMITTEE**

[22-0126](#)

**Sponsored by:** TONI PRECKWINKLE (President), Forest Preserve District of Cook County Board of Commissioners

**PROPOSED ORDINANCE AMENDMENT**

Title 6 - Business, License and Permit Provisions

**BE IT ORDAINED**, by the Forest Preserve District of Cook County Board of Commissioners, Title 6 - Business, License and Permit Provisions, Chapter 2 - Hawkers and Peddlers, of the Forest Preserve

District Code of Ordinances is hereby amended as follows:

## TITLE 6 - BUSINESS, LICENSE AND PERMIT PROVISIONS

### CHAPTER 2 - ~~HAWKERS AND PEDDLERS~~ CONCESSIONS PERMITS AND CONTRACTS

#### ~~6-2-1: - PERMIT REQUIRED~~ CONCESSIONS PERMIT OR CONTRACT REQUIRED

Outside of authorized District personnel in the performance of their job duties, no Person shall upon or in connection with any District Property: collect fees, admission or cover charges, or display or offer for sale any articles, items or things, or conduct or solicit any business, trade, occupation or profession without obtaining a valid ~~vendor permit~~ Concessions Permit or Contract from the General Superintendent or their designee, or the Board (if applicable), and then only in accordance with the terms and conditions thereof, it being the intention of the District to control commercial enterprises or sales on District ~~lands~~ property. Nothing in this section shall preclude:

- a. The collection of fees or cover charges, or the sale of articles, items or other things by a Person for the purpose of fundraising for a charitable, humanitarian or benevolent cause under the terms of a special use permit issued by the District; or
- b. The collection of compensation by a Person in connection with the training, instructing, or leading of a fitness or athletic class involving five (5) or fewer individuals.

#### ~~6-2-2: - PENALTY.~~

~~Any person violating any provision of this Chapter shall be fined as provided for in Section 1-4-1 of this Code.~~

#### ~~6-2-2: -~~ DEFINITIONS

**Applicant.** Any person who seeks the issuance or renewal of a Concessions Permit or Contract under this Ordinance.

**Board.** The Board of Commissioners of the Forest Preserve District of Cook County.

**Classes / Tours Contract.** A contract with the District, no greater than five (5) years in length, for the provision of classes or tours conducted on District property for groups of more than five people, that will not generate more than \$25,000 in revenue to the District on an annual basis, and that otherwise meet the requirements of the District's Concessions Policy and this Ordinance.

**Code.** The Forest Preserve District of Cook County Code of Ordinances

**Concessions Contract.** Pilot Concessions Contracts, Small Concessions Contracts, Large Concessions Contracts, and/or Classes/Tours Contracts.

**Concession(s) Opportunity.** The display or offer for sale of any articles, food, or tangible things; the collection of fees, admissions or cover charges for a service; or conducting or soliciting any business, trade, occupation or profession on District Property subject to the terms of a Concessions Permit or Contract.

**Concessions Permit.** A non-transferable permit, for a Concession Opportunity, issued by the General

Superintendent or their designee, that authorizes the named holder to undertake a Concession Opportunity at a specified location on District Property through non-permanent apparatuses including but not limited to push carts and food trucks subject to specific terms and conditions.

**Concessions Policy.** The District’s Concessions Policy as promulgated by the General Superintendent.

**Concessionaire.** Any Person issued a Concessions Permit or Contract by the District.

**County.** The County of Cook, State of Illinois.

**District.** The Forest Preserve District of Cook County.

**District Property.** All property owned or leased by the District, including but not limited to material, equipment, buildings, structures, , and real property.

**General Superintendent.** The General Superintendent of the Forest Preserve District of Cook County.

**Large Concessions Contracts.** A contract for any Concession Opportunity that generates more than \$25,000 in revenue to the District on an annual basis and otherwise meets the requirements of the District’s Concessions Policy and this Ordinance. A Large Concessions Contract must be selected via the District’s Request for Qualifications (“RFQ”) or Request for Proposals (“RFP”) process in compliance with Section 1-8-2(N) of the Code.

**Person.** An individual, corporation, sole proprietorship, organization, business trust, estate, trust, partnership, association or any other legal entity.

**Pilot Concessions Contract.** A contract for a Concession Opportunity that is no longer than two (2) years in length, which will generate no more than \$25,000 in revenue to the District on an annual basis and otherwise meets the requirements of the District’s Concessions Policy and this Ordinance. A Concessions Opportunity for a Pilot Concessions Contract is one brought to the attention of the District by an outside Person.

**Small Concessions Contracts.** A contract for a Concession Opportunity which is no longer than three years in duration, generates no more than \$25,000 in revenue to the District on an annual basis and otherwise meets the requirements of the District’s Concessions Policy and this Ordinance. A Small Concessions Contract must be selected via the District’s Request for Qualifications (“RFQ”) or Request for Proposals (“RFP”) process in compliance with Section 1-8-2(N) of the Code.

**6-2-3: - CONCESSIONS**

**A. Concession Types.** The District shall provide Concession Opportunities within the District to provide access to products and services that enhance patron use of the District while generating revenue to support ongoing District initiatives. This Section 6-2-3 (Concessions) describes the procurement process for various types of Concession Opportunities.

**Table 1**

<b><u>NO.</u></b>	<b><u>TYPE</u></b>	<b><u>REVENUE TO DISTRICT</u></b>	<b><u>TERM</u></b>	<b><u>Competitive Bid</u></b>	<b><u>Posted</u></b>	<b><u>Board Approval</u></b>
1.	<u>Concession Permits (Sec. 6-2-3(A-1))</u>	<u>Per 6-2-4</u>	<u>1 year or less</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
2.	<u>Pilot Concession Contracts (Sec. 6-2-3(A-2))</u>	<u>\$25,000 or less (annual basis)</u>	<u>2 years or less</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>
3.	<u>Small Concession Contracts</u>	<u>\$25,000 or less</u>	<u>3 years or less</u>	<u>YES</u>	<u>YES</u>	<u>NO</u>

	<u>(Sec. 6-2-3(A-3))</u>	<u>(annual basis)</u>				
4.	<u>Large Concession Contracts</u>	<u>Over \$25,000</u>	<u>Varies</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>
	<u>(Sec. 6-2-3(A-4))</u>	<u>(annual basis)</u>				
5.	<u>Classes/Tours Contracts</u>	<u>\$25,000 or less</u>	<u>5 years or less</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
	<u>(Sec. 6-2-3(A-5))</u>	<u>(annual basis)</u>				

**1. Concessions Permits.** An Applicant for a Concessions Permit shall submit all necessary forms and materials to the Permits, Rentals and Concessions (PRC) Department by the deadline and in the manner so specified for the particular Concession Opportunity. In addition to the criteria set forth in the District’s Concessions Policy and this Ordinance, Concessions Permits are subject to the requirements listed below.

- a. Concessions Permits are issued throughout the year, but expire no later than 11:59 p.m. on December 31st of the year issued.
- b. The annual revenue generated to the District through a Concessions Permit is limited to the applicable permit fee paid by the Applicant pursuant to Section 6-2-4 (“Permit Fees”) of this Ordinance.
- c. Concessions Permits shall be granted per site, and the maximum number of permits granted per site shall be based on the number of groves in the applicable preserve per the District’s Concessions Policy.
- d. For equally qualified Applicants, Concessions Permits shall be granted on a first come, first served basis.
- e. The General Superintendent or their designee may restrict the number of permits awarded for any one Concessionaire based on availability limitations or equity concerns.
- f. Opportunities for Concessions Permits are limited to those opportunities published on the District’s website.
- g. Requests to have new items or services considered for approval for Concessions Permits opportunities shall be submitted, in writing, to the Director of Permits, Rentals and Concessions, who shall determine, subject to the approval of the General Superintendent, whether the item or service (i) conforms to the criteria listed in the Concessions Policy; and (2) should be advertised on the District’s website as a Concessions Permit opportunity or addressed as a Pilot Concessions Contract opportunity and subject to the requirements of Section 6-2-3(A-2) (Pilot Concession Contracts).
- h. Approval of the District’s Board is not required for the issuance of Concessions Permits.



**2. Pilot Concessions Contracts.** An Applicant for a Pilot Concessions Contract shall submit all necessary forms and materials to the Permits, Rentals and Concessions (PRC) Department by the deadline and in the manner indicated by the General Superintendent or their designee. Pilot Concessions Contract opportunities are proposed to the District by an outside Person and as such will not be posted to the District's website in advance of the opportunity's availability, however, any such Pilot Concessions Contracts will be reported to the Board on an annual basis per Section 6-2-3(D). In addition, if the District decides to proceed with a Pilot Concessions Contract for a specified opportunity, then at the end of the Pilot Concessions Contract such opportunity may be posted as either a Concessions Permit or Concessions Contract with the approval of the General Superintendent. In addition to the criteria listed in the District's Concessions Policy and this Ordinance, the conditions listed below apply to Pilot Concessions Contracts.

- a. The contract term shall not exceed a period of two (2) years in duration.
- b. The contract will generate no more than \$25,000 in revenue to the District on an annual basis.
- c. The District may elect to treat a for-profit special event that is thirty (30) days or less as a Pilot Concession Contract opportunity if the District anticipates that a revenue share would result in more revenue to the District than a special event permit.
- d. Approval of the District's Board is not required for the issuance of Pilot Concessions Contracts.

**3. Small Concession Contracts.** An Applicant for a Small Concessions Contract shall submit all necessary forms and materials to the District in the manner so specified in the Request for Qualifications (RFQ) or Request for Proposals (RFP) issued by the District for the particular Small Concessions Contract opportunity. Small Concessions Contracts are subject to compliance with Section 1-8-2(N) (Requests for Proposals and Requests for Qualifications) of the District's Code. In addition to the requirements of the particular RFQ or RFP, the District's Concessions Policy and this Ordinance, the conditions listed below apply to each Small Concessions Contract.

- a. The contract term is three (3) years or less in duration. The contract is renewable for up to three (3) years at the discretion of the General Superintendent.
- b. The contract will generate no more than \$25,000 in annual revenue to the District.
- c. Opportunities for Small Concessions Contracts are limited to those opportunities published on the District's website.
- d. Approval of the District's Board is not required for the issuance of Small

Concessions Contracts.

**4. Large Concessions Contracts.** An Applicant for a Large Concessions Contract shall submit all necessary forms and materials to the District in the manner so specified in the Request for Qualifications (RFQ) or Request for Proposals (RFP) issued by the District for the particular Large Concessions Contract opportunity. Large Concessions Contracts are subject to compliance with Section 1-8-2(N) (Requests for Proposals and Requests for Qualifications) of the District's Code. In addition to the requirements of the particular RFQ or RFP, the District's Concessions Policy and this Ordinance, the conditions listed below apply to each Large Concessions Contract.

- a. The Large Concessions Contract generates more than \$25,000 in annual revenue to the District.
- b. Opportunities for Large Concessions Contracts are limited to those opportunities published on the District's website.
- c. Approval of the District's Board is required for the issuance of Large Concessions Contracts.

**5. Classes / Tours Contracts.** An Applicant for a Classes/Tours Contract shall submit all necessary forms and materials to the Permits, Rentals and Concessions (PRC) Department by the deadline and in the manner so specified for the particular Concession Opportunity. In addition to the criteria listed in the District's Concessions Policy and this Ordinance, the conditions listed below apply to Classes/Tours Contracts.

- a. The contract term shall not exceed five (5) years in duration. The contract is renewable for up to three (3) years at the discretion of the General Superintendent.
- b. The Concession Opportunity will, or is likely to, generate as much or more in revenue to the District over the contract term than the amount that would be generated via a standard permit (See Section 7-1-1 (Fees)) for use of District Property. The contract will generate no more than \$25,000 in annual revenue to the District.
- c. The Applicant provider is qualified to otherwise offer classes or tours within the District.
- d. Opportunities for Classes/Tours Contracts are limited to those opportunities published on the District's website.
- e. Approval of the District's Board of Commissioners is not required for Classes/Tours Contracts.

**B. Code of Ethical Conduct.** The issuance, solicitation, negotiation, approval, denial, renewal, review, evaluation and termination of Concessions Permits and Contracts are subject to the provisions of the District's Code of Ethical Conduct ("Ethics Code"), located at Title I, Chapter 13 of the District Code. Any Concessions Permits or Contracts issued or renewed in violation of the District's Ethics Code are void. Any Applicant who knowingly violates the District's Ethics Code shall be disqualified from being issued future Concessions Permits or Contracts for three (3) years. The General Superintendent shall ensure that any District employees involved in the issuance of Concessions Permits or Contracts undergoes training as required by law or deemed necessary by the General Superintendent or Board. All Applicants for any Concessions Opportunity shall be required to submit a Familial Disclosure form as part of the application for such opportunity.

**C. Authority of General Superintendent.**

1. General. The General Superintendent may establish and publish additional rules and regulations, including, without limitation, requirements pertaining to the application process, insurance requirements, operating standards, environmental standards, food service, and other matters reasonably related to the District's Concessions Policy and this Ordinance. Such rules and regulations shall be incorporated into the District's Concessions Policy. The issuance of Concession Permits and Contracts, that are not subject to Board approval, is subject to the reasonable discretion of the General Superintendent as set forth in the District's Concessions Policy.

2. Pricing. The General Superintendent retains the right to review and approve all items and services offered by Concessionaires and the pricing of all such items and services, unless such items/services and pricing has already been approved by the Board.

3. Revocation. Concessions Permits and Contracts may be terminated in accordance with their terms. Concessionaires will be provided written notice of any revocation by the General Superintendent at the electronic mail address included on the Concessionaire's Permit or Contract application materials, unless otherwise provided for in the terms of the Permit or Contract. Any revocation notification shall state the basis for the revocation and state the effective date of the revocation. The Concessionaire shall forfeit all amounts paid to the District regardless of whether the Concessions Permit or Contract is involuntarily or voluntarily terminated. The General Superintendent may revoke any Concessions Permit or Contract under the following conditions:

- a. Any required permit, license or document has been suspended, revoked or canceled;
- b. The Concessionaire no longer has current and effective insurance that

meets the requirements of the Permit, Contract, this Code, or the District's Concessions Policy;

c. The Concessionaire has violated or failed to meet any of the applicable provisions of the Permit or Contract, District's Concessions Policy, or District Code;

d. The application, issuance or renewal of the Concessions Permit or Contract was in violation of the District's Ethics Code;

e. In the reasonable discretion of the Superintendent, the Concessionaire's continued operation will, or is likely to, pose a threat to the health or safety of the public or employees of the District; or harm or damage the District's property, reputation, good will; or otherwise subject the District to adverse legal proceedings or liability; and/or

f. As otherwise provided for in the District's Concessions Policy.

4. Renewal. The General Superintendent shall have the right to extend Small Concessions and Classes/Tours Contracts for a renewal term not exceeding three (3) years without approval of the District's Board of Commissioners, subject to the requisite criteria of the District's Concession Policy and this Ordinance.

**D. Annual Report.** On an annual basis, the General Superintendent shall place on the Agenda of the Board's March meeting an Annual Report listing all Concessions Permits and Concessions Contracts awarded by the District for part or all of the prior fiscal year and any Concession Opportunities currently available or anticipated to be made available by the District for the current year.

**E. Notice of Availability.** On an annual basis, the General Superintendent shall publish in a newspaper of general circulation in the County and shall post at the District's General Headquarters and on the District's website a notice of current and available Concession Opportunities, and all existing Concessions Permits or Contracts (including the description of the location and type of Concession Opportunity) scheduled to expire within six months of the notice. The notice shall include any deadline for receipt of applications, the form and manner in which an application can be received, and other procedures for filing the applications.

**F. Compliance with Law.** The Concessionaire shall comply with, and shall operate any concession in compliance with all applicable District ordinances, rules and regulations, including, without limitation, Section 1-8-2(W) (False Statements), 2-3-6 (Signs and Billboards), 3-3-2 (Sale of Alcoholic Beverages), and Section 3-3-8(A) and (B1-6) (Advertisements), as well as all applicable federal, state, and local laws, statutes, rules, regulations, and ordinances. A Concessionaire shall not discriminate against any member of the public, because of race, creed,

color, religion, age, sex, marital status, disability, national origin, status of discharge from military, or other protected status.

**G. Compliance with Asset Marketing Program.** If the District is a then current member of Cook County's Asset Marketing Program and, if required by County Board resolution, ordinance or other legal means, then any Concession Opportunity shall be authorized in compliance with all applicable rules and objectives of the Cook County's Asset Marketing Program, per Cook County's Asset Marketing Ordinance (Section 2-321 of the Cook County Code of Ordinances).

**H. Request for Reconsideration and Hearing.** If the General Superintendent revokes any Concessions Permit or Contract under Section 6-2-3(C), the Concessionaire may contest such action by requesting review of the basis of the revocation directly to the General Superintendent or their designee for reconsideration of the decision. Any such request must be made within five (5) business days of the effective date of the revocation. Untimely requests may be rejected without further consideration.

Any such request shall be in writing and shall state the basis upon which such revocation should be reversed, including any and all subsequent remediation of deficiencies identified in the revocation decision. The General Superintendent or their designee shall render a determination on the request for reconsideration within thirty (30) calendar days of the Concessionaire's written application contesting the revocation. This determination shall be delivered to the Concessionaire at the email address provided by the Concessionaire in the Concessions Permit or Contract application, unless otherwise provided for in the terms of the Permit or Contract. If the revocation is upheld, this determination shall be forwarded to the Cook County Department of Administrative Hearings.

Within thirty (30) days of receipt of the determination as described above, any Concessionaire who disagrees with the General Superintendent's determination may file an appeal for an administrative hearing with the Cook County Department of Administrative Hearings in accordance with Cook County Code of Ordinances, Chapter 2, Administration, Article IX, Administrative Hearings. The filing of an appeal does not stop or prevent the physical closing or prohibition of Concessionaires' operations on District Property. The assigned administrative law judge shall render findings of fact and a recommendation regarding the revocation of the Concessions Permit or Contract. Within fourteen (14) days of receipt of the recommendation from the Department of Administrative Hearings, the General Superintendent shall inform the Concessionaire, in writing, whether the District accepts or rejects the recommendation of the Department of Administrative Hearings. This final decision shall constitute an "Administrative decision" pursuant to the Administrative Review Act (735 ILCS 5/3-101) and may be appealed to the Circuit Court of Cook County.

The exclusive jurisdiction and venue for any suit, appeal or legal challenge related to the final decision by the General Superintendent, or the Department of Administrative Hearing's written findings and recommendation, or this Ordinance shall be the Cook County Circuit Court and the laws of Illinois shall govern any such action.

No Concessionaire may operate a particular Concession Opportunity within the District while their Concession Permit or Contract for said Opportunity is revoked. A Concessionaire shall not operate during any review or appeal period subsequent to the revocation effective date. Any Concessionaire that operates on District Property while revoked may be prohibited from consideration for future Concession Opportunities within the District.

#### **6-2-4: - PERMIT FEES**

An Applicant shall submit the following fees prior to the District's granting of any Concessions Permit: (i) \$250.00 for a single day permit and (ii) \$500.00 for a permit valid for the remainder of the calendar year in which it was issued (i.e. a "multiple day" or "yearly" permit). Further, Concessions Permits may be issued throughout the year, but any permit so issued will expire no later than 11:59 p.m. on December 31st of the year issued. The following conditions apply to Concessions Permit fees:

- a. Additional Non-County Resident Premium of ten (10) percent applies to base Concessions Permit Fee.
- b. Application Fee of \$25 applies for each requested location.
- c. Fees must be paid in full up front.
- d. The District reserves the right to host special events at any location, including sites where Concessions Permits are issued. In that event, all Concessionaires can be excluded from the selected location for up to five (5) days with two weeks' notice (14 days). Concessions Permit fees are not refundable for any reason, including, but not limited to construction projects not under the control of the District, acts of God, inclement weather, pandemic, emergencies, or other unforeseeable circumstances.
- e. No discounts otherwise available under Title 7 of the District's Code are available for Concession Permits.

#### **6-2-5: - PENALTY.**

In addition to the potential revocation of a Concessions Permit or Contract, any Person violating any of the provisions of this Title 6 - Business, License and Permit Provisions, Chapter 2 - Permits and Concessions shall be charged penalties as described in Section 1-4-1 (General Penalty and Late Fee). A separate and distinct offense shall be regarded as committed each four-hour period in which such Person continues or permits any such violation to continue on District Property, or fails to make a reasonable effort to comply. If the violation causes the District to reschedule maintenance activities, such Person will be billed for any additional District operating costs incurred by the rescheduling. Enforcement of penalties issued under this section is subject to the provisions of Section 1-4-1.

#### **6-2-6: - REVIEW AND SUNSET**

This Ordinance shall sunset on December 31, 2028. Prior to that sunset date, the District shall review

the administration of its Concessions Program and Policy to determine if modifications are advised. The General Superintendent shall report to the Board of Commissioners in advance of the sunset date on the performance of the Program and how the Program has advanced the goals of the District.

**Effective date:** This ordinance shall be in effect April 1, 2022.

[22-0019](#)

**Sponsored by:** TONI PRECKWINKLE (President), Forest Preserve District of Cook County Board of Commissioners

### **PROPOSED ORDINANCE**

#### **Ordinance for the Levy of Taxes for the Year 2022**

**BE IT ORDAINED** by the Board of Commissioners of the Forest Preserve District of Cook County:

**Section 1.** That this Ordinance is and the same is hereby termed the “Ordinance for the Levy of Taxes for the Year 2022.”

**Section 2.** That the Committee on Finance of the Board of Commissioners of the Forest Preserve District of Cook County, Illinois has considered the subject of the Annual Tax Levy for the year 2022 and the several sums necessary to be levied to meet the needs and requirements of the Forest Preserve District of Cook County for said year and has recommended that this ordinance for the levy of taxes be adopted.

**Section 3.** That the Commissioners of the Forest Preserve District of Cook County, heretofore having approved and adopted the Annual Appropriation Ordinance for the Forest Preserve District of Cook County for the year commencing January 1, 2022 at its meeting held November 18, 2021, which ordinance was published by authority of said Board as provided by law and which portion of said Appropriation Ordinance pertaining to Fund and Departmental Appropriations (together with marginal columns captioned “Payable from the Tax Levy” and “Payable from sources other than the Tax Levy” where applicable) is set forth hereinafter.

**Section 4.** That the sum of One Hundred and Two Million, Six Hundred and Seventeen Thousand, Six Hundred and Eighty Seven Dollars and No Cents (\$102,617,687), being the sum of Appropriations heretofore legally made which are to be paid from the collection of the Annual Tax Levy of the Forest Preserve District of Cook County, Illinois for the Levy Year 2022 A.D. for the corporate purposes, for the construction of improvements and development of the forests and lands, for payment for principal and interest on bonded debt, for payment for contributions to Employees’ Annuity and Benefit Fund, and for the payment of amounts to the Chicago Zoological Society and the Chicago Horticultural Society, all as adopted by the Board of Commissioners of the Forest Preserve District of Cook County at its meeting held November 18, 2021 and published by the authority of said Board according to law, is hereby levied on all the taxable property within said Forest Preserve District of Cook County, Illinois for the Levy Year 2022 being composed of the specific amounts for the various purposes herein before named.

**ANNUAL TAX LEVY ORDINANCE  
FOR THE YEAR COMMENCING JANUARY 1, 2022**

**SUMMARY OF APPROPRIATIONS AND SOURCES THEREOF  
ALL FUNDS**

**Section 5.** This ordinance shall be in full force and effect from and after its passage and approval.

<b>Fund</b>	<b>Amount of Appropriation</b>	<b>Payable From The Tax Levy</b>	<b>Payable From Sources Other Than The Tax Levy</b>
Corporate	65,623,346	54,884,328	10,739,018
Self-Insurance	8,030,000		8,030,000
Const. & Development	7,469,000	7,700,000	-231,000
Bond & Interest	17,064,135	13,064,635	3,999,500
Employee Annuity & Benefit	4,150,808	3,735,727	415,081
Real Estate Acquisition	5,000,000	0	5,000,000
Capital Improvement	6,000,000	0	6,000,000
Resident Watchmen	223,000	0	223,000
Chicago Zoological	14,442,818	14,284,927	157,891
Chicago Horticultural	8,958,093	8,948,070	10,023
<b>Total</b>	<b>\$136,961,200</b>	<b>\$102,617,687</b>	<b>\$34,343,513</b>



**COMMITTEE ITEMS REQUIRING BOARD ACTION**

**LEGISLATION AND INTERGOVERNMENTAL RELATIONS  
COMMITTEE MEETING OF 03/14/2022**

**22-0163 PROPOSED ORDINANCE AMENDMENT Ethics Ordinance**

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