

**MINUTES OF THE PARKS AND RECREATION COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 5:30 P.M. ON WEDNESDAY, OCTOBER 14, 2015, IN THE MAPLE BOARDROOM OF THE HILTON GARDEN INN HOTEL, 26225 N. RIVERWOODS BOULEVARD, METTAWA, ILLINOIS.**

**A. CALL TO ORDER**

Chairman Towne called the meeting to order at approximately 5:31 pm.

**B. ROLL CALL**

Upon a call of the roll, the following persons were:

Present: Chairman Towne, Member Armstrong and Member Sheldon

Absent: None

Also present: Rick Phillips, architect; Bob Irvin, Village Administrator; Scott Anderson, Village Engineer; Jan Pink, Village Trustee; Colleen Liberacki, Deputy Village Clerk.

Chairman Towne declared a quorum present.

**C. Approval of minutes from September 09, 2015.**

Member Armstrong moved to accept the minutes of September 09, 2015 as presented, and Member Sheldon seconded the motion. The motion was carried.

**D. DISCUSS WRITING SPECS FOR 3-5 YEAR MAINTENANCE AND STEWARDSHIP PLAN PROPOSAL FOR WHIPPOORWILL PARK FOR SUBMITTAL TO VENDORS. THIS INCLUDES MOWING, HERBICIDING INVASIVES AND RECOMMENDATIONS FOR FUTURE SEEDING AND PLUGS.**

Chairman Towne reported that he talked to Teska & Associates, who has prior experience not only with the Village of Mettawa, but with other agencies and similar projects and was seeking some sort of outline to get a start on creating the specifications for what was desired for both Oasis Park and Whippoorwill Park. He also wanted a rebid on the Oasis Park trail work that originally came in too high for the Village budget to consider. Chairman Towne did not necessarily want a five-year plan, but would consider a three-year plan as well and would like to have something created by the November meeting. Bob Irvin suggested that whomever does the spec work should not be the vendor to perform the labor, in order to acquire the best results. He offered to contact WRD and ask them which they would prefer.

**E. UPDATE ON ZONING OF OPEN SPACE PARCELS**

Bob Irvin reported that he had been working with village attorneys Jim Ferolo and Greg Smith to produce the ordinance that would be instrumental in executing the open space zoning for the village parcels. He further advised that he had been talking to the Executive Director of the Lake County Forest Preserve and that he wanted to avoid duplication of notice letters sent to the homeowners when the rezoning process started.

**F. UPDATE ON OASIS PARK PLANS**

Chairman Towne advised that Dr. Bob Haraden mowed the Oasis Park and he was pleased with the results, for \$1K the Village was charged. He further reported that he was in

discussion with the Lake County Forest Preserve, who advised him that they got a reasonable bid for their trail work between Butterfield Road in Libertyville all the way north to Casey Road. He was eager to pursue this new vendor, Team Real (??) from Gilberts, IL for similar work at Oasis Park, along Bradley Road. He was willing not to impose any time constraint in order to garner a better proposal price, and would use the plans that are currently in the hands of Pearson Brown Engineers as a basis for the proposal.

**G. UPDATE ON ROUTE 60 TRAIL EXTENSION**

Scott Anderson reported that the plans were 99% complete, and he had some minor changes that he wanted to make and would then send them out. Trustee Pink questioned that if the project is a small one, at which point does it become not necessary to seek competitive bids. She did not want to procure bids in a haphazard manner that would adversely affect the value of the expenditure. Bob Irvin replied that if the expense was over \$20K, a public bid was necessary, unless the village chose to waive the process. Scott Anderson added that he knew what the current price per foot was from the prior bids and if the proposal came in from this Gilberts, IL vendor at a much lower price, he would advise to proceed with it.

**H. ANY OTHER ITEMS THAT MAY APPEAR BEFORE THE COMMITTEE FOR DISCUSSION AND POSSIBLE RECOMMENDATION TO THE VILLAGE BOARD.**

Chairman Towne reported he checked on the progress of the TallGrass project at the intersection of Bradley Blvd. and Riverwoods Dr. and was very pleased with the variety of plugs that were being planted by hand, resulting in the installation of 400 – 500 plants.

**I. ADJOURNMENT**

With no further items discussed, it was moved by Member Sheldon to adjourn the meeting at 5:58pm, seconded by Member Armstrong. The motion was carried.

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Colleen Liberacki, Deputy Clerk

*This document is subject to correction as noted on next meeting's minutes.*