

1. **Call the Meeting to Order** – The Special Meeting was called to order at 5:30 pm by Commissioner Lange for the design and development of Recreation Park.

2. **Roll Call:**

Board Members Present:

Dorothy Lange, Commissioner
Georgia Schroeder, Commissioner
Denice Sbertoli, Commissioner
Greg Stimpson, Commissioner
Eugene Wesley, Commissioner

Other:

Jon Marquardt, Executive Director
Ben Appler, Director of Parks & Facilities
Sandy Hlousek, Human Resources Manager
Brittany Lynam, Director of Recreation Services
Victoria Montejo, Director of Finance & Administration
Peter Pope, Director of Golf Operations
Amanda Woods, Marketing & Communications Manager
Carolyn Mondlock, Recording Secretary

Guests:

Doug Fair, Hitchcock Design Group
Maxfield Gouttler, Hitchcock Design Group
Ken Lindahl, resident
Stephanie Susmarski, resident

Topic of Special Meeting Session – The Design and Development of Recreation Park

3. **Public Comments - none**

4. **Recreation Park – Final Design**

Executive Director Jon Marquardt stated the purpose of the special meeting is for Board and Staff to be updated about the design and development of Recreation Park. He introduced Doug Fair and Maxfield Gouttler of Hitchcock Design Group. Doug Fair took the floor to give the update.

[Handouts were given to the Board and Staff that included the Meeting Agenda, Design Development Summary, and Engineering Layouts - a 12-page landscaped 11x17" design development document that included visual details, layouts and materials.]

Doug stated he will be reviewing initial design progress, budget and upcoming schedule. The project is at a 50% design development point, and refinements to the design and layout are beginning to be made. A final check-in meeting will be scheduled when the project is at 100% design development.

Doug said he is going to review the engineering layouts on the screen. Before on-screen review, he gave a brief status update as per the agenda:

- Request for Proposals (RFPs) are out for the topographic and boundary survey, in addition for geotechnical report and soil borings so the suitability of the soil is determined.
- Due diligence has been done for permitting requirements, and at this time, because the land is unincorporated, no permits are required from the City of Wood Dale. Permits are required from DuPage County stormwater management division and a Natural Solution Discharge Elimination permit from the Illinois Environmental Protection Agency.
- Feedback was received about the playground and challenge course design from residents, so Hitchcock is looking to make selections based on that feedback. Once official selections are made, the information will be added to the plans and adjustments made. In answer to a question from Commissioner Wesley, Doug confirmed that equipment can be switched out based on orientation, preference and budget.

The engineering layouts Doug reviewed included the following:

- Existing conditions plan
- Site Preparation and Removals Plan
- Layout and Materials Plan
- Layout and Materials Plan – Playground
- Layout and Materials Plan – Tennis Court
- Layout and Materials Plan – Entrance
- Planting Plan
- Details (fencing, concrete and asphalt paving, rubber surfacing, turf surfacing, curbs and edging)
- Details (sport court paving, tennis and pickleball layout and nets)
- Preliminary Grading Plan

Doug reviewed various details of each plan and addressed Board questions.

The last document reviewed was the Design Development Summary which lists the construction costs, contingency costs, and design and engineering costs. Doug explained these are estimated costs based on materials, bid items, reports and surveys, permitting fees and contingency costs. Contingency costs are at 10% to cover a range of unexpected costs during the project. Examples are changes to project scope, unplanned repairs, delays in timeline, etc. The Design Development Summary also included further breakdown of construction costs and costs by the Park District.

5. Adjournment of Special Meeting

It was moved by Commissioner Wesley, seconded by Commissioner Schroeder, to adjourn the special meeting at 6:21 pm. VOICE VOTE 5-0, ALL IN FAVOR, MOTION CARRIED.

Board Member Signatures:



President



Secretary