

Cary Park District
Board of Commissioners
Planning & Development Committee
September 8, 2016
7:30 PM
Community Center
255 Briargate Road
Cary, IL

Minutes

Committee Members Present: B. Krueger, Emma, and Frangiamore

Commissioners Present: Stanko and Renner

Staff Present: Jones, V. Krueger, Raica, Kelly, Rea, Hughes, and Lee.

Chair B. Krueger called the meeting to order at 7:30 PM.

The minutes from the June 9, 2016, Planning and Development Committee were presented for approval.

Motion by Emma to approve the minutes from the June 9, 2016 Planning and Development Committee. Second by Frangiamore.

Voice vote: 3-0. All voting yes. Motion carried.

There were no matters from the Public, Staff, or Commissioners.

Jones updated the Commissioners that the Village is reviewing their Unified Development Ordinances and has invited members of the community to participate in some workshops. Jones attended a workshop as a representative of the Park District. The Village expects to take 16 months to complete the updates.

Under Direction items the proposal for site master planning services for Cary-Grove Park was presented. Jones explained he has talked to Hitchcock Design Group to provide services to perform work to update the Site Master Plan for Cary-Grove Park. Hitchcock provided plans for the last Site Master Plan of that park as well as were the lead designers for Phase 1 of Cary-Grove Park.

Jones stated that along with the services Hitchcock provides, they will provide two sub consultants to complete the job, Williams Architects and Gewalt-Hamilton. Williams Architects is a leader in recreation and aquatic facility development, and Gewalt-Hamilton was the civil engineer involved with Phase 1 of Cary-Grove Park. The Park District has worked Gewalt-Hamilton in the past with Cary-Grove Park to assist with storm water issues and traffic flow. Jones explained that an engineering firm will represent the Park District as experts when the Village gets into more planning of First Street being expanded.

Jones provided a breakdown of the services to be provided by Hitchcock including public input, deliverables, and fees.

Frangiamore explained that he feels the price is fair but wants to make sure additional fees are considered so this doesn't have to be revisited by the Board down the road. Jones explained that if the Board wants additional meetings, they can give the direction to bring the consultant back in to answer questions, but it will come at an extra cost which is designated in the agreement.

Emma explained he is comfortable with Hitchcock doing the work due to the District's past experience with the consultant.

Renner asked about who would assist the Park District with the sport fields needs assessment. Jones explained that Hitchcock would be leading it but they would ask the Park District how it should be approached. Renner expressed it could be done under the kick-off and it could save an additional meeting fee. Jones explained that yes it could be done at the kick-off meeting, and they also have most of the data that they need when it comes to fields of the District from the recently approved Comprehensive Master Plan.

Renner asked for clarification on the meeting with Village Staff and the services agreement. Jones explained that this would be a meeting to discuss future site development requirements and receive preliminary comments on the Site Master Plan update.

B. Krueger explained he would like clarification for items 5 (meetings with Park District staff). Jones explained that as with the Park District CMP information was gathered from the staff separate from the Board. He explained it is an opportunity to provide input.

Renner stated he knows the schematic design documents aren't intended to be submitted for annexation, but what if the Village sees the documents and talks of the annexation of Cary-Grove Park begin? Jones explained he would have to ask the Village what documents they would need for an annexation to take place. He stated that when the annexation process begins, other documents may need to be provided, but that is not what this Cary-Grove Park Site Master Planning project is about.

Renner next explained he is concerned over the annexation of Cary-Grove Park and if this Site Master Planning of the park will start to blend together with the annexation process. He is concerned that the two processes will not be able to remain separate.

Stanko asked why this proposal was not put out as a bid, and Jones explained it falls under professional services as well as a previous relationship is present with Hitchcock. Stanko also expressed concern over the public input meetings and when they would take place. Jones explained that Hitchcock will not hold a meeting when people aren't available for input.

Stanko asked what it means that an additional meetings will cost \$800 per meeting per consultant. Jones explained that it means that if Hitchcock Design Group comes out for an extra meeting other than what is specified in the agreement, the Park District will be charged \$800. Stanko asked what it meant per consultant. He wanted clarification if it meant Hitchcock alone or if Hitchcock brought Williams and some other consultant with if that would be a total of three consultants billed to the Park District. Jones explained that there is a control in place, and if an additional meeting is necessary, that he can work with Hitchcock to see who is brought to the meeting.

Stanko asked shouldn't the Park District know going into this meeting with the Village what it is that they are going to want for an annexation agreement and why the Village can't be asked with is needed ahead of time. Jones explained that the Park District should know what it wants on the property before annexation is discussed and that is the purpose of the Site Master Planning project.

Stanko asked why a Site Master Plan would be done for Cary-Grove Park and not take the annexation into consideration. Frangiamore explained this is what the Park District wants to see done on the property and not necessarily having anything to do with the annexation.

Jones said he would get clarification from Konters on all of the questions the Commissioners presented.

Emma moved to recommend Board approval to engage the services of Hitchcock Design Group, Naperville, IL to complete site master planning services for Cary-Grove Park in the amount of \$36,500 plus reimbursable expenses. Second by Frangiamore.

Voice vote: 3-0. All voting yes. Motion carried.

Motion to adjourn by Frangiamore. Second by Emma.

Voice vote: 3-0. All voting yes. Motion carried.

Meeting adjourned at 8:25 PM.