

MINUTES OF THE REGULAR MEETING FOR THE PARKS AND RECREATION COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD ON WEDNESDAY, MARCH 11, 2026, IN THE COTTONWOOD ROOM A

A. CALL TO ORDER

Chairman Clark called the meeting to order at 6:31 p.m.

B. ROLL CALL

Upon a call of the roll the following persons were:

Present: Chairman Clark and Members Towne and Witten

Absent: None

Chairman Clark declared a quorum present.

Attendees: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Village Engineer, Scott Anderson; Trustees Armstrong and Smolic

C. APPROVAL OF THE REGULAR MEETING MINUTES OF FEBRUARY

Meeting minutes of February 11, 2026, were reviewed. It was moved by Chairman Clark seconded by Member Towne that the regular meeting minutes be approved and be placed on file. The motion was carried.

D. DISCUSS THE PROPOSALS FOR THE NEW FENCE AT WHIPPOORWILL PARK

Member Witten stated he obtained three proposals for a new fence at Whippoorwill Park. Mejia Fence proposal came as the highest bidder at \$ 4,750.00. This proposal can be removed from the discussions. The North Stars and the Rustic Wood Fencing are the two to consider. Member Witten added a 6x6 post will be sufficient for the fence. The fence will be a split style. The Rustic Wood Fencing company was received at \$2,749.26. The contractor was easy to work with and obtain information. They will install a picket scallop style fence utilizing cedar material. The old fence will be removed. Member Towne agreed with the style of the fence. The Committee agreed this contractor had the best price for the work. Chairman Clark asked Member Witten when the contractor will be able to install the fence. Member Witten remarked once the fence has been approved, he will work with contractor to get on their schedule for installation. Village Clerk Gallo reminded the Committee the park is also planning to receive truckloads of dirt to fill the parking area for the picnic. The dirt should be delivered prior to the fence installation.

The motion was made to approve the Rustic Wood Fencing proposal in the amount of \$2,749.26. The motion was made by Chairman Clark and seconded by Member Towne. The motion was carried.

E. DISCUSS THE DUNLAP LAWN SERVICE FOR THE VILLAGE'S PARK 2026 MAINTENANCE

Chairman Clark indicated Dunlap Lawn Service has added the mowing at the MacLean Preserve at Oasis Park and Riverside. The proposal is for a 2-year service. The proposal will also include four mowings for these parcels to be completed as needed per direction of Chairman Clark.

The motion was made to approve the Dunlap Lawn Service for the Parks 2026 Maintenance in the amount of \$26,739. The motion was made by Member Towne and seconded by Member Witten. The motion was carried.

F. DISCUSS THE OLD SCHOOL TRAIL PROJECT BID SPECIFICATION DOCUMENT

The Committee reviewed the bid specification received by Village Engineer Scott Anderson. Chairman Clark asked who will be staking per the instructions on page 2. Village Engineer Scott replied that line item should

be removed. Chairman Clark ask the material match was proposed from last year. It will be stated on page 9. Village Clerk Gallo asked about the grass area restoration. Village Engineer Scott replied the contractor needs to restore to the preexisting condition. Member Towne indicated some areas did not indicate the depth of narrow areas to ensure tops are not going to be washed away such as area east of the railroad and the trail dips. He noted that the village should do field inspections to ensure these areas are handled appropriately. Village Engineer Scott stated the one offs will need to be handled separately and he plans to walk the approved contractor through the full project. Village Clerk Gallo asked if this project could wait to be completed in May. This will allow the full month of April to get bids. Village Administrator Florip stated this project will not be started until June or July, the drier months. The contractor will have 30-days to complete the project. Village Administrator Florip asked for a completion date should be included in the bid specification too. Village Engineer Scott will make the updates and add the length of the trail.

A motion was made to approve the bid specification documentation with the Committee edits for the Old School Road Trail project. The motion was made by Chairman Clark and seconded by Member Witten. The motion was carried

G. DISCUSS THE MAINTENANCE AND CAPITAL IMPROVEMENT ITEMS FOR FY2026-2027 BUDGET

Chairman Clark asked if any amounts need to be modified. Village Administrator Florip confirmed no line items needed to be adjusted. The budget has been confirmed for this committee.

H. ANY OTHER ITEMS THAT MAY APPEAR TO THE COMMITTEE FOR CONSIDERATION, AND IF APPROVED, BE RECOMMENDED FOR APPROVAL TO THE BOARD OF TRUSTEES

Chairman Clark indicated she would like to get their feedback if she should pursue other contractors for the treatments of the Oak trees within the village lots. Member Towne stated he did not find it necessary to inject Oak trees within the village. The Forest Preserve has numerous Oak trees, and they don't treat their trees. Oakhill Lane is not a park that needs this type of maintenance. Member Smolic asked how often this treatment is done. Member Smolic asked if the village would consider a policy stating that if one Oak tree dies, 5 others are planted.

I. ADJOURNMENT

It was moved by Chairman Clark seconded by Member Witten to adjourn the meeting at 7:12 pm. The motion was carried.

Sandy Gallo, Village Clerk