

TERRY GUEN DESIGN ASSOCIATES
I N C O R P O R A T E D
Landscape Architecture-Urban Design-Planning-Analysis

Meeting Minutes

Fontana Duck Pond Recreation Area

Date: Wednesday January 19th, 2007, at Village Hall, Fontana

Participants: **9:00 AM Meeting**
Guen, Terry (TGDA)
Tavera, Terry (RM)
Lokman, Kees (TGDA)
Vanderpoel, Tom (Savanna)
Diblik, Roy (NWP)
Seidl, Eric (PDI)
Workman, Craig (DPW)
McHugh, Joseph (CDA)

10:00 AM Meeting
Hibbard, Gail (CDA)
Larson, Laurie (Parks)
Horvath, Brent (Parks)
Kemmett, Jon (VOF Fire)
Hayden, Kelly (VOF)
Graunke, Keith (Big Foot Rec.)

Related Projects: Wild Duck Road Reconstruction
 Pedestrian Path – Duck Pond
 Duck Pond – Compost Operation
 Duck Pond – Environmental Cleanup

Engineering Coordination Discussion (prior to 10am meeting)

- Ruckert & Mielke (RM) contract and scope for current work is separate from the TGDA contract. Terry Tavera to submit proposal to provide separate engineering services/documents for this project to Village by the end of January prior to next Board Meeting.
- Overview of Plans, Project Scope, Project Areas
- RM and TGDA to move forward/coordinate Project Schedule and keystone dates.
- Other Discussion: Roadway & Parking Improvements, Cobble Bridge, Triangle Bike Path & Grading, Schedule of Clearance of Area 6 Debris for Restoration

Project Update

- The October 28, 2006 Master Plan was approved by Village and serves as program + design basis for all current and future work. Plan to be used as basis for the final Construction Drawings.
- TGDA and design team to move forward with contract. Main deliverables are Landscape Construction Documents for TASK AREAS 1,2,3,6 and 7, and a Stewardship Plan/Document describing restoration activities and yearly maintenance tasks per area.
- Project coordination meeting January 19th: produce general sheet layout for contracted task areas showing schematic design development and main restoration activities per area.

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Duck Pond Programming Team (notes Joe McHugh)

- *Confirm: October 28th Master Plan is basis for future planning.*
- *Landscape installation: Grading & Seeding - in the fall.*
- *Pedestrian Path = Critical Path*
- *6 Weeks – Standard Lead time for Bidding to Contract*
- *Task Areas – TGDA redrew some of the task boundaries to better reflect schedule*
- *Kelly – Public Awareness is key.*
- *Cindy Wilson - Bike Path should be 1st Project*
- *Stewardship Plan – We'll be able to pull parts of it for Public Information*
- *Jon Kemmett – Fire Department needs new building and is reviewing redevelopment sites (Bus and car on current lower site belongs to Fire Department)*
- *Referendum Issues – Need to assess each project against adopted definition*
- *Need Site Assessment cost estimates by Zone or Task Area*

MASTER PLAN IMPROVEMENTS (for 2007) – Review of Preliminary Design Development

Key Concern: All projects which go out for bid simultaneously, and are interdependent must be considered as one project. If the total project construction cost exceeds \$1.5 million the projects needs to go out for Referendum. A concern of the Duck Pond project is whether the cost of the road construction in combination with the bike path and cobble bridge will exceed \$1.5 million.

** First chance for a Referendum on Duck Pond Road + Cobble Bridge will be Fall 2007 – which would delay start construction to Spring 2008.*

** All plans that start construction in Fall 2007- CD's need to go out for bid in May & June 2007.*

Task Area 1: Gateway Triangle

Design:

- Keep existing Oak stands and healthy Native Trees
- Use all-native plants and selections – restoring natural processes
- Brush/tree removal to start Fall 2007, including planting new and relocation of existing trees
- New Fontana Sign and planting Fall 2007/Spring 2008
- Goal: Minimal Maintenance – mowing first 2-3 years, burning after 4th year
- Concept is to seed the entire area and plant plugs if immediate blooming effects is desired

Note: Village has a strict tree removal policy. Duck Pond Team will provide a strategy to inform the community why a (large) number of trees in the Triangle have to be removed/relocated. This may include information posters at Village Hall + on-site restoration signs.

Engineering:

- TGDA to provide concept sketch to RW for final design and engineering. CD's to be completed by May/June 2007
- RM to field stake bike path by the end of January 2007
- TGDA to review and adjust field staking in February 2007
- Engineering/stabilizing soil of bike path construction Fall 2007
- Reshaping Rt. 67 slope edge to more natural form – not pursued as this may affect the engineered highway swale performance

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Not Discussed:

- *Review drainage capacities and permits for Wild Duck Swales*
- *Gardeners' hut/storage place for volunteers (alternate location at base of hill, Area 6)*
- *Picnic Grove / Area along Bike Path*
- *Installation of (2 to 3) water sources/hydrants for water hoses*

Area 1 (notes Joe McHugh)

- *Cindy – Do your front door first – “We take our stone seriously in Fontana”*
- *Cindy – Iterated the community interest in the cobble bridge*
- *Vanderpoel - Schedule for Triangle – Nov. through Feb. remove brush | Spring – start sowing seed.*
- *Move on with Triangle Park (Need new name) – Confusion with existing Triangle Park in Village. Proposed: Duck Pond Gateway*
- *Fen – Needs knowledge to be appreciated – Triangle landscape area should be interpreted so people understand the effort and the significance of the restoration*

Task Area 2: Cobble Bridge Redesign

- TGDA & RM to design 3 to 4 options for Cobble Bridge
- RM to provide cost estimate and schedule for bridge/roadway construction
- Cobble Bridge/Swale reconstruction required to facilitate direct and safe bike path alignment
- Reconstruction should take into account possible future Fire Department in Task Area 6 (size, safety, turning radii, weight etc)
- Investigate options to partly reuse bridge and materials for new bridge construction. Coordination of Cobble Bridge with other Village bridgework
- Bridge may incorporate a con/span structure similar to the one they already have constructed by the Village
- TGDA to provide concept sketch to RM for final design and engineering. TGDA to provide planting overlay.

Task Area 2: Whole Roadway Redesign

- Roadway redesign in conjunction with Cobble Bridge Design – investigate options to relocate Wild Duck Road
- TGDA & RM to provide cost estimate, schedule and boundaries for roadway construction (to tie into \$1.5million budget constraints)
- Field staking of roadway, bike path, and rec. area parking area Spring 2007
- Restoration/Planting Areas within loop road adjacent to Recreation Area
- Trails included in scope adjacent to Recreation Area
- TGDA to provide concept sketch to RW for final design and engineering.

Area 2 (notes Joe McHugh)

- *Tavera - Stone Bridge needs to be built heavier duty if it is to hold fire truck*
- *Per Terry Tavera – Intersection construction will require decent sized equipment*
- *Issue with Pedestrian Bridge – Need to pay attention to turning radius*
- *May provide option to move driveway entrance – Make it easier to shield the facility with landscaping*

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- *Tavera - Pedestrian Bridge will most likely NOT require Chapter 30 (water permit)*
- *Larson – Don't need to necessarily save the bridge – just reuse the stones*
- *Cindy suggests completely re-routing Wild Duck to the north – Guen to keep “Open Mind”*
- *Wild Duck Road – Potential Construction access for Tracy Project – or Vice Versa?*
- *Potential construction access through Tracey Project for Duck Pond Projects?*
- *Tavera does NOT anticipate that Wild Duck could be re-built without traffic detour*
- *Idea of changing DOT Drainage in the ROW – Per Tavera – Meander may be an issue*
- *Group reviews con-span bridge sample – well received*

Task Area 3: Recreation Facility and Parking Redesign

- Layout new parking and recreational uses to create a cohesive architectural space and activity zone, including the existing pavilion + playground
- Request for parking study by RM - needs estimated at 210-225 spaces, existing 165
- Storm water management opportunities, eco-pavers for parking instead of concrete/gravel
- Parking area at full capacity for 6-8 weeks during soccer and special events (Eastern festival)
- New activities; including picnic grove, trails, basketball, oak woods interpretive station, dog agility course, water activity pump for kids
- Change parking layout along loop road
- TGDA to situate location of tennis courts / basketball in conjunction with other future recreation/festival opportunities (Frisbee Golf, etc)
- TGDA to provide concept sketch to RM for final design and engineering. TGDA to provide planting overlay.

Area 3 (notes Joe McHugh)

- *Question of Tennis Courts – Part of first phase?*
- *160 Parking Spots Existing – Only full 6 weeks out of the year*
- *TGDA – Goal to increase parking without increasing footprint of parking area*
- *Need a Parking Study – Need some extra parking – doesn't all have to be on concrete – Eco Block? Study can be done by RM.*
- *Terry's idea: Dog agility course*
- *Not much more difficult to add a parking lot and pedestrian path to project.*
- *Graunke - Minimal outdoor basketball use at the High School - Should make courts multi-use*
- *Everyone agrees: Frisbee Course – Do It*
- *Demand at High Scholl for lighted Tennis Courts – High demand for after-hours use*
- *Wilson – Concept of using courts for weddings and Events? Issues?*
- *PDI – Eric – Parking concerns – double loaded parking may prove to be safety issue*

Task Area 6: Lower Development Site

- Fire Department has identified this area as possible future location for Fire Station. (approximate need for 4-6 acres).
- Renovation and redesign in conjunction with cobble bridge redesign
- CDA & DPW to create schedule for removal of debris
- CDA, DPW & TGDA to determine schedule/timeline for replacing asphalted area by savanna
- Schedule sitework to coincide with completion of DPW storage facility
- Future road connection/driveway – temporary trail access to Wild Duck at slope

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- Remove existing asphalt and place as subbase for new south perimeter slope adjacent to savanna (Fall 2007?)
- Remove all invasive brush, keep existing Oak stands (Fall 2007)
- Field locate future path/driveway through existing trees along Wild Duck Road.

Not Discussed:

- *Confirm LUST site has no remaining issues, permits*
- *Scope includes interpretive signage?*
- *Scope includes trail connections to savanna preserve area?*
- *Collect seeds on-site (Fall 2007)*
- *Should Area 6 be any specific SF to optimize development opportunities?*
- *TGDA provides concept sketch to RM for final design and engineering. TGDA to provide planting overlay.*

Area 6 (notes Joe McHugh)

- *Fire Department – Beneficial to have them on-site for the Prairie Burning Activity*
- *A Fire Station will most likely be fronted with 80' of asphalt – Keep in mind which road it will face – Wild Duck vs. Dade*
- *Emergency Vehicles Access – Include Dade Road on the design Plan – Need decision as to future of Dade Road.*

Task Area 7: DPW Redesign

- TGDA to provide 2 to 3 concept options for DPW redesign for next meeting, include alternate drive entrance location at east
- TGDA to coordinate with RM for final design and engineering.
- RM to coordinate with DPW for equipment use for turning radius etc.
- Craig Workman to confirm total area needed for storage bins. (TGDA estimates 9000 sf)
- DPW/CDA to determine whether site is constructed by DPW or outside contractor?
- Planting enhancements – OK for review
- Forested wetland area in north-west corner of DPW site, requires relocation of existing fence to enhance woods Recreation location
- Connect to future fire break trail, new gates
- Site construction to start Fall 2007?
- Do not move salt dome, water tower, aerial tower and pump facilities

Area 7 (notes Joe McHugh)

- *Need a Topo & Boundary Survey of the DPW site*
- *New Building for Booster Station – 20x20*
- *Wet Swale behind the DPW Shop – Craig and Tom Discuss*
- *Landscape Buffer in front of DPW facility*
- *Area 7 – Mill surface area and incorporate in grading plan*
- *Already have to consider DPW (& potentially compost operation) traffic*
- *Workman – DPW Interim Fill Plan – Just locate on an Aerial*

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Next Steps:

- Next meeting scheduled March 9th 2007, 10 AM.
- RM to write proposal to Village for discussed scope of work
- Main focus TGDA and RM to create 3 to 4 options for Cobble Bridge
- RM to provide cost estimate and schedule for bridge/roadway construction
- RM to field stake loop road and bike path by the end of January
- TGDA to provide concept revisions per 1/19/07 meeting comments.
- TGDA & RM coordinate to revise schedule
- TGDA to start with Stewardship Plan, Design Principles – start listing maintenance and installation tasks for plan areas

Action Items (notes Joe McHugh)

- *RM - Forward current Survey Data to TGDA*
- *TGDA – Forward complete set of current plans in PDF format to group.*
- *TGDA / RM – Need options for Dade & Wild Duck Intersection: Minimum 3 ideas w/ Price Tags*
- *DPW Workman – Forward TGDA plans for the Duck Pond Pavilion & Booster Station*
- *RM – Engineering services proposal for the remainder of Wild Duck – Optional: Dade*
- *VOF – Ordinance w/ Project Definition to TGDA & RM*
- *RM – Survey Proposal (by Task Area) to CDA for FEB Meeting (Amendment to Existing Wild Duck Road Proposal)*
- *RM – All Survey information for Wild Duck Road to TGDA and PDI*
- *TGDA - AutoCAD plans to RM (Tavera)*
- *RM – Needs to advise TGDA how wide to make the roads – or Redraw.*
- *RM – Stake tentative location of Pedestrian Path and notify group when it is completed.*

12:40 PM – Meeting Out