

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, OCTOBER 1, 2013, AT THE WILLOWBROOK VILLAGE HALL, 7760
QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Cobb called the meeting to order at the hour of 7:00 p.m.

2. ROLL CALL

Those present at roll call were Chairman Richard Cobb, Commissioners Jo Bice, Ronald Kanaverskis, Leonard Kaucky, Laurie Landsman, Carol Lazarski, Doug Stetina and Ramona Weigus.

ABSENT: Commissioner Rene Schuurman.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – SEPTEMBER 3, 2013

The Commission reviewed the September 3, 2013 minutes.

MOTION: A Motion was made by Commissioner Landsman and seconded by Commissioner Stetina to approve the September 3, 2013 minutes as presented.

ROLL CALL VOTE: AYES: Chairman Cobb, Commissioners Bice, Kanaverskis, Kaucky, Landsman, Lazarski, Stetina, and Weigus. NAYS: None. ABSENT: Commissioner Schuurman.

MOTION DECLARED CARRIED

4. REPORTS

A. *Park News in Brief*

Fall Special Events

Superintendent Violante provided a summary of registration numbers for fall programs. Yoga classes have increased. Superintendent Violante stated she is looking to increase programs by working with surrounding municipalities.

5. OLD BUSINESS

A. Waterford Park Updates

Superintendent Violante stated the grading is approximately 80% completed. The balance of the grading will be completed once the concrete work is done. The grading contractor damaged a portion of one of the swing sets and will be replacing it.

Superintendent Violante stated the concrete footings are in place. The stone path is scheduled to be put in on Wednesday. The rubberized playground surface will be placed next week. The shelter will be one of the last things installed.

Superintendent Violante communicated that Tod Stanton from Design Perspectives has said his goal is to have the park completed by the end of October. The shelter, however, will not be installed until mid-November.

B. Picnic and Event Charge Revisions

Superintendent Violante reviewed park rental fees and included fees charged from the Darien and Burr Ridge Park Districts and the Village of Hinsdale. Superintendent Violante stated the fees the Village charges for non-residents are low compared to the other towns. When problems have occurred with the park rentals, it is usually from the non-resident groups.

Superintendent Violante stated since she has been employed by the Village, only the athletic field fees have been increased. Chairman Cobb stated that non-resident fees should be increased to cover personnel costs and maintenance for the parks. Commissioner Kaucky stated that the fees should remain lower than the surrounding communities.

The commissioners requested that additional information be brought to the next Parks meetings for further discussion on if the park rental fees should increase or not.

C. Master Plan

Superintendent Violante stated discussions about the 2013/2014 budget will begin in the next couple of months. Funds will need to be budgeted should the Village receive the OSLAD grant for Willow Pond Park. Superintendent Violante asked the Commission to start thinking of smaller projects needing to be budgeted for at this time.

Commissioner Bice stated she will follow up with Midtown Athletic Club in regards to the joint project at Lake Hinsdale Park.

Looking through the Master Plan, potential projects for 2014 include partial renovation of Lake Hinsdale park; installation of a parking lot, playground and pond enhancements at Ridgemoor Park; and the first part of the Willow Pond renovation should we receive grant money.

Some commissioners feel it is more important to add a parking lot at Midway Park than Ridgemoor. Superintendent Violante stated that the Commission can make revisions to the master plan at upcoming meetings.

Chairman Cobb stated if a new Parks Center is purchased, money for building renovations may need to be budgeted.

6. NEW BUSINESS

A. 2013 Special Recreation Tax Levy

Superintendent Violante stated that budgeted costs for ADA accommodations for FY12-13 were \$6,200. She is anticipating the costs for FY13-14 to be \$5,000.

Superintendent Violante stated that she is anticipating a 6.5% increase in the SRA annual assessment for the Gateway membership; which is based on population.

Total proposed budget for the 2013 Special Recreation Tax Levy would increase from \$67,908 to \$71,135.

B. Field Space at Gower West School

Superintendent Violante stated Mayor Trilla, Administrator Halik, Chief Shelton, and herself met with the Superintendent of Gower School. They spoke about having an intergovernmental agreement allowing the Village to utilize field space owned by the School District. This will help enable the Parks and Recreation Department to increase programming.

Superintendent Violante stated the police department has been concerned with the traffic on Midway due to the events being held at Community Park. They are contemplating posting "No Parking" signs on the north side of Midway and use Gower West School as overflow parking.

7. CORRESPONDENCE/COMMUNICATIONS

Superintendent Violante reminded the Commissioners that the Halloween Party at Gower West on Friday, October 25th, from 6:00 p.m. – 8:00 p.m. Refreshments and taffy apples will be distributed.

8. VISITORS' BUSINESS

There was no visitors' business.

9. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Lazarski to adjourn the meeting at the hour of 8:10 p.m.

ROLL CALL VOTE: AYES: Chairman Cobb, Commissioners Bice, Kanaverskis, Kaucky, Landsman, Lazarski, Stetina, and Weigus. NAYS: None. ABSENT: Commissioner Schuurman.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

November 5, 2013

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.