

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION  
HELD ON TUESDAY, NOVEMBER 5, 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, Leonard Kaucky, Laurie Landsman, Carol Lazarski, Doug Stetina and Ramona Weigus.

ABSENT: Commissioners Ron Kanaverskis and Rene Schuurman.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – OCTOBER 1, 2013

The Commission reviewed the October 1, 2013 minutes. Commissioner Landsman noted an incomplete sentence under Item 5-C-Master Plan.

\*\*\*NOTE: Commissioner Rene Schuurman arrived at 7:01 p.m.

MOTION: A Motion was made by Commissioner Bice and seconded by Commissioner Lazarski to approve the October 1, 2013 minutes as amended.

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

MOTION DECLARED CARRIED

4. REPORTS

A. *Park News in Brief*

Pumpkin Fest

Superintendent Violante stated the annual Halloween Party was held at Gower West Elementary School on Friday, October 25. Approximately 80-100 children were in attendance. Snacks and games were provided. The Willowbrook/Burr Ridge Kiwanis Club donated money for taffy apples. Superintendent Violante thanked Commissioner Kaucky and his mother, Commissioner Stetina, and Commissioner Lazarski for their assistance with the event.

OSLAD Grant Participation

Superintendent Violante stated that Mayor Frank Trilla, Management Analyst Garrett Hummel, and herself travelled to Springfield on October 29, 2013 to present the grant proposal for Willow Pond. Overall, Superintendent Violante stated the response was very positive. Final decisions should be made in the spring on who was awarded the grant money.

Veteran's Memorial Project

Commissioner Stetina stated that the memorial has been completed by the Eagle Scouts. Commissioner Stetina stated that the dedication ceremony will be held on Sunday, November 24, 2013 at 1:00 p.m. Tentatively, a minister, Mayor Trilla, some of the Eagle Scouts, and members of the American Legion Post 250 will be in attendance. The Legion Post donated the money for the flag pole, The Stetina Family donated the bench, and the brick markers were partly paid for by the Eagle Scout.

5. OLD BUSINESS

A. Waterford Park Update

Superintendent Violante stated the park is approximately 80% completed. The rain delayed the completion. During the storms from last week, the storm water did not ruin the path. There had been mulch that was laid that became displaced. Superintendent Violante stated they did not realize that mulch would be laid. The mulch will be removed. The ribbon cutting will be done in the spring.

B. Picnic and Event Charge Revisions

Superintendent Violante provided a summary of staff costs involved for preparing the park facilities when they are rented by both residents and non-residents. Superintendent Violante recommended that the resident fee be raised by \$5.00 and non-resident fees should be raised to double the resident rate. The commissioners stated that the increase was to make sure to cover costs for the Public Works personnel and not to increase revenue.

MOTION: A Motion was made by Commissioner Schuurman and seconded by Commissioner Bice to approve the rate increases for park rental fees.

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

MOTION DECLARED CARRIED

\*\*\*\*NOTE: Mayor Frank Trilla arrived at 7:25 p.m.

C. Master Plan

Superintendent Violante stated that the only change that will need to be made to the Master Plan is for Ridgemoor Park in 2014. This project should get moved to a later date for renovations.

6. NEW BUSINESS

A. 2014/2015 Budget

Superintendent Violante stated that if the grant is received for the Willow Pond project, there will be no other capital projects budgeted for Fiscal Year 2014/15. Mayor Trilla stated that Superintendent Violante and Management Analyst Garrett Hummel did great at the grant proposal presentation in Springfield. Superintendent Violante stated that the Village will need to pay \$800,000 up front for the Willow Pond renovation and will be reimbursed 50% upon completion.

Chairman Cobb asked Mayor Trilla what the chances are of getting a building or additional indoor space for recreational use. Mayor Trilla stated that the chances are very good.

Superintendent Violante stated she does not anticipate any large changes in the Park and Recreation budget for the upcoming fiscal year. She will have the line items for review at the next meeting.

B. Holiday Party

Superintendent Violante stated that to date, she has received \$1,075 in donations, and expenses are approximately \$900. Giordano's will be donating pizza, TCBY will be giving out yogurt samples, and Whole Foods will be providing sweets. Fannie May contacted her and stated they are hosting a food drive and will bring their collections to the party and will also give out free candy samples.

Chairman Cobb asked if the Chicken Basket will be donating chicken legs again. Superintendent Violante stated he has already given \$300 towards the Easter Egg event, but she will contact him about the holiday party.

Commissioner Stetina and Commissioner Landsman have purchased the gifts.

7. CORRESPONDENCE/COMMUNICATIONS

There were no communications.

8. VISITORS' BUSINESS

Mr. Rob Pionke, 7808 Blackberry Lane, stated that he has taken his children to several of the parks in Willowbrook and really enjoys the amenities.

9. ADJOURNMENT

MOTION: Made by Commissioner Weigus, seconded by Commissioner Lazarski to adjourn the meeting at the hour of 7:55 p.m.

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

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

December 3, 2013

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Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.