



EST. 1960

# Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 Fax: (630) 323-0787 [www.willowbrookil.org](http://www.willowbrookil.org)

## Mayor

Frank A. Trilla

## Village Clerk

Leroy R. Hansen

## Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

## Village Administrator

Tim Halik

## Chief of Police

Mark Shelton



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## AGENDA

MEETING OF THE PARKS AND RECREATION COMMISSION OF THE VILLAGE OF WILLOWBROOK TO BE HELD TUESDAY, JULY 1, 2014, AT **7:00PM** AT THE WILLOWBROOK VILLAGE HALL, 7760 QUINCY STREET, DU PAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
  - A. JUNE 3, 2014
4. REPORTS
  - A. Park News In Brief
5. OLD BUSINESS
  - A. OSLAD Grant for Willow Pond Park
  - B. Village Race
6. NEW BUSINESS
  - A. Park Tour – Borse, Midway, Farmingdale, Lake Hinsdale, Rogers Glen Parks
7. CORRESPONDENCE/COMMUNICATIONS
8. VISITOR'S BUSINESS – (Public comment is limited to three minutes per person and only those items that are on the agenda.)
9. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION  
HELD ON TUESDAY, JUNE 3, 2014, AT THE WILLOWBROOK VILLAGE HALL, 7760 QUINCY  
STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Commissioner Stetina called the meeting to order at the hour of 7:00 p.m.

2. ROLL CALL

Those present at roll call were Commissioners Jo Bice, Lorraine Grimsby, Ronald Kanaverskis, Laurie Landsman, and Doug Stetina.

ABSENT: Commissioners Carol Lazarski, Rene Schuurman, and Ramona Weigus. At time of Roll Call – Chairman Richard Cobb.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – MAY 6, 2014

The Commission reviewed the May 6, 2014 minutes.

MOTION: A Motion was made by Commissioner Kanaverskis and seconded by Commissioner Landsman to approve the May 6, 2014 minutes as presented.

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

MOTION DECLARED CARRIED

4. REPORTS

A. *Park News in Brief*

Winter/Spring 2014 Programming

Superintendent Violante stated that the Village's recreation programs overall have been successful and the registrations for summer programs good. She reported the number of registrations for summer programs.

Cancelled Programs

Superintendent Violante stated that the only cancelled programs for this past season were Tai Chi, Magic, and the Fishing Birthday Parties.

Upcoming Special Events

Superintendent Violante stated “Frozen” will be shown at Borse Park on Thursday, June 19<sup>th</sup>.

Touch A Truck will be held on Friday, July 11<sup>th</sup> from 10:00 a.m. until noon at the Hinsdale Lakes Commons Shopping Center.

The Back to School Bash will be held in conjunction with Gower West Elementary School at Borse Park from 4:30 p.m. – 7:30 p.m. on Thursday, August 21 .

\*\*\*NOTE: Chairman Cobb arrived at 7:06 p.m.

5. OLD BUSINESS

A. Scoreboard at Borse Park

Superintendent Violante stated Commissioner Kanaverskis spoke to Nevco, Inc., a company that produces and produces permanent scoreboards. Commissioner Kanaverskis stated he received a quote for a 10’ x 4’ sign. The cost of the sign is \$3,800 with an additional \$4400 for installation.

Commissioner Kanaverskis advised he would contact other park districts who have used the portable type of scoreboards presented at the last meeting before the Commission decides which type to completely commit to. The portable scoreboard’s cost was \$1,170.

The consensus of the Commission was to purchase one of the portable scoreboards and see how it works for the Village.

B. OSLAD Grant for Willow Pond Park

Superintendent Violante stated she will keep this topic as a permanent agenda item to give updates on the project’s progress. The consultant is currently working on the dredging portion of the grant.

C. Village Race

Superintendent Violante stated she presented the proposal for the Village Race to Administrator Halik for review. After he consulted with the Village Attorney, it was decided that the Village should not pursue this particular race.

Superintendent Violante stated that a meeting will be held with the Race Committee in a couple of weeks to discuss alternative races.

D. Park Tour – Willow Pond, Waterford Park, Creekside, Ridgemoor

Superintendent Violante stated the order for the tour will be Waterford, Creekside, Ridgemoor, and Willow Pond.

6. NEW BUSINESS

There was no new business.

7. CORRESPONDENCE/COMMUNICATIONS

Superintendent Violante stated she had received a phone call from a resident that was upset over the condition of Waterford Park. The park was in bad shape due to the weather, particularly the rough winter. Superintendent Violante, Public Works employees and Taneling's have been working to prepare the park for the ribbon cutting scheduled for Saturday, June 7<sup>th</sup>.

Commissioner Stetina stated that Mayor Trilla participated in the Veteran's Memorial Program and Parade on Memorial Day in Hinsdale.

8. VISITORS' BUSINESS

There was no Visitors' Business.

9. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Stetina to adjourn the meeting at the hour of 7:37 p.m.

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

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

\_\_\_\_\_  
July 1 \_\_\_\_\_, 2014

\_\_\_\_\_  
Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

### **Park News for Monthly Report, June 2014**

Fishing programs are becoming popular here in the Village. With the support of the Village of Hinsdale Parks and Recreation Department, who we coop with on fishing programs, the following are enrollment numbers for our summer fishing programs:

Family Fishing Day & Picnic: 1 family from Willowbrook, 7 families from Hinsdale

Fishing Lessons – 9 children from Willowbrook, 4 from Hinsdale

Father/Daughter- Mother/Son Fishing Event – 7 couples from Willowbrook, 17 couples from Hinsdale

Fishing Birthday Parties – 2 planned, 1 in the works

### **Movie Night**

The movie night was cancelled on June 19. The make- up day will be Thursday, August 21.

### **Back to School Bash**

The Village of Willowbrook, the Burr Ridge Park District and Gower School District will be offering the 2<sup>nd</sup> annual Back to School Bash on Thursday, August 21, from 4:30-7:30 pm at Borse Park. There will be entertainment including a DJ, obstacle course and inflatables, in addition to various activities sponsored by local businesses. The movie, Frozen, will be played directly after, around 8:00 p.m.

### **IRMA (Intergovernmental Risk Management Agency)**

The Village's risk management provider recently came out to do a safety inspection of our playgrounds as well as evaluate our Village wide internal risk management program, including the Parks and Recreation Department. Overall, we did very well with the playground safety inspection report. There are minor additions needed on some playground equipment, as well as safety stickers posted on equipment at all of the parks. The Village wide evaluation results will be in soon, but the feedback received during the overall process was very positive.



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June 24, 2014

**Mayor**

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Dear Resident,

This letter is being written to residents near Borse Memorial Community Park as we prepare for the Girls' Softball Tournament from July 10-13, as sponsored by Burr Ridge/Willowbrook Girls' Softball. Their annual event includes teams from our community, as well as those from several other towns; and we are very proud to help them showcase Willowbrook's premier park. Since this tournament is the largest event held annually at the park, parking in the neighborhood often becomes an issue. The Village staff, BR/W Softball and the Willowbrook Police Departments are again working together to reduce the impact traffic will have on the area.

No Parking will be allowed from Friday, July 11 through Sunday, July 13 as follows:

- North side of Midway Drive from Clarendon Hills Road to Virginia Court
- Both sides of Midway Drive from Virginia Court to Route 83
- Both sides of Eleanor Place from Midway Drive to Arlene Avenue
- East side of Eleanor Place from Arlene Avenue to 75th Street
- Both sides of Virginia Court north of Midway Drive
- East side of Virginia Court south of Midway Drive to Eleanor Place
- East side of Brookbank Road from 75th Street to 79th Street
- East side of Clarendon Hills Road from 75th Street to 79th Street

No Parking signs will be posted in all of these areas. Violators will be ticketed. We ask that you please not remove signs yourself anytime throughout the duration of the tournament. These measures are being taken to insure emergency vehicles have access to all the residences in the area around the park, as well as to the park itself. Signs will be installed Friday and removed Monday morning by our Public Works Department.

Finally, any time a large number of people gather, there is the possibility that a few of them may not be respectful of property, etc. For that reason, our residents are urged to immediately call the Willowbrook Police at 911, as necessary. If you have any questions, please do not hesitate to contact me at 630.920.2251.

Sincerely,  
*Kristin Violante*

Kristin Violante  
Superintendent of Parks & Recreation