

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION  
HELD ON TUESDAY, JANUARY 5, 2016, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,  
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Cobb called the meeting to order at the hour of 7:04 p.m.

2. ROLL CALL

Those present at roll call were Chairman Richard Cobb, Commissioners Lorraine Grimsby, Ron Kanaverskis, Rene Schuurman, and Doug Stetina.

ABSENT: Commissioners Laurie Landsman, Carol Lazarski, and Robert Pionke.

Also present were Temporary Interim Superintendent of Parks and Recreation John Fenske, Village Administrator Tim Halik, and Village Trustee Sue Berglund.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – DECEMBER 1, 2015

The Commission reviewed the December 1, 2015 minutes. Chairman Cobb had a couple of minor changes to the minutes regarding the Willowbrook 5K race.

MOTION: A Motion was made by Commissioner Schuurman and seconded by Commissioner Stetina to approve the December 1, 2015 minutes as amended.

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

MOTION DECLARED CARRIED

4. DISCUSSION – SPECIAL EVENT UPDATES/PLANNING

a. Children's Holiday Party – December 13, 2015

Interim Superintendent Fenske thanked the Commissioners for another successful event. There were 133 children that had preregistered for the event, and more than 140 were in attendance. Food and beverage was donated by 7-11 and Tommy R's Catering.

Chairman Cobb requested that a comparison be made between this year and previous years to present to the Village Board to show that this event is a worthwhile event and is consistently growing in attendance.

Interim Superintendent Fenske advised that the party received \$2,699.00 in donations. Total expenses, not included staff time, was \$3,342.75.

b. Easter Egg Hunt – March 26, 2016

Interim Superintendent Fenske related that he has sent a letter to the Willowbrook/Burr Ridge Kiwanis Club and Chicken Basket asking for donations, since they have sponsored this event in the past. Interim Superintendent Fenske advised that he will have additional information at the next Commission meeting.

c. 2016 5K Fun Run

Commissioner Schuurman provided an update to the race event. Race Time has been contracted to take care of race timings and the registration website is up and running. There are nine (9) adults and some children that have already signed up. Athletico has already signed up as a sponsor, both monetary and will be provided volunteers for massages for runners after the race.

A sponsorship letter is ready to be mailed to all Willowbrook businesses. A press release has also been drafted.

Commissioner Schuurman has spoken to a representative from the Children's Organ Transplant Association (COTA). COTA is one of the two organizations that will be receiving donation money from this event. They have offered to send volunteers to speak to citizens about what they do.

Commissioner Schuurman also spoke with the Gower PTO. At Gower Middle School, there are two courtyards that need renovations. The proposal is for every Gower student that signs up for the race, \$5.00 will be donated back to the school.

The race will be advertised in local newspapers and several race websites.

New this year, a Community Event will be held after the race in Community Park, similar to the Back to School bash that was previously held. Bounce houses, face painting, petting zoo, and a DJ for the kids. Businesses will also have the opportunity to have tables to promote themselves.

Chairman Cobb questioned if any temporary help will be hired to assist in the event. Commissioner Schuurman related that the largest amount of labor involves the delivering of flyers to the businesses in the area or residential neighborhoods. Commissioner Schuurman suggested that seasonal Public Works employees can assist.

5. DISCUSSION – Community Resource Center (CRC) Design

Administrator Halik provided an update to the CRC planning and development. Administrator Halik related that due to cost estimate overruns in the police department renovations, the police department functions will temporarily be moved into the CRC building. This will postpone the renovations for Park and Recreation usage approximately six months.

Administrator Halik suggested that the design process continue so that when the CRC is ready, bids for the renovations have already been received and a contractor picked so that work can begin as soon as possible.

6. VISITORS' BUSINESS

There was no Visitors' Business.

7. COMMUNICATIONS

Administrator Halik invited the Commissioners to attend the Annual State of the Village address to be held on Wednesday, January 6, 2016 at the Burr Ridge Marriott beginning at 11:30 a.m.

Commissioner Schuurman advised that he had spoken with Gower PTO. They are interested in conducting the Back to School Bash at Community Park. There had been some issues last year with having this event in the school gymnasium.

8. ADJOURNMENT

MOTION: Made by Commissioner Grimsby, seconded by Commissioner Schuurman to adjourn the meeting at the hour of 8:06 p.m.

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

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

\_\_\_\_\_  
February 2, 2016

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Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.