

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, AUGUST 2, 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 7:02 p.m.

2. ROLL CALL

Those present at roll call were Chairman Richard Cobb, Commissioners Lorraine Grimsby, Ron Kanaverskis, Laurie Landsman, Carol Lazarski, Rob Pionke, Rene Schuurman, and Doug Stetina.

ABSENT: None

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

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – JULY 5, 2016

The Commission reviewed the July 5, 2016 minutes.

MOTION: A Motion was made by Commissioner Stetina and seconded by Commissioner Landsman to approve the July 5, 2016 minutes as presented.

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

MOTION DECLARED CARRIED

4. DISCUSSION – LAKE HINSDALE PARK RENOVATION PROJECT, REVIEW OF REVISED DESIGN

Administrator Halik related that concept plans had been reviewed by the Commission at the last meeting in July. At that time, the Commission recommended some changes to the plan. Administrator Halik introduced Christian Wilson from Design Perspectives who presented the modifications.

Administrator Halik advised that he needs a consensus from the Commission in order to put this project out for bid this week and have the park renovations completed before winter. Bids would be due by August 18th. The winning bid would then be presented to the Village Board at the August 22nd meeting to award the contract. The consensus of the Commission was to proceed with the bid process with the design as is. Minor changes can be done at a later date.

5. DISCUSSION – PURCHASE OF A PUBLIC ADDRESS SYSTEM

Interim Superintendent Fenske related that most of what he has found for PA systems is for indoor use and would not be strong enough for an outdoor event. Interim Superintendent Fenske advised that a complete system to handle both indoor and outdoor use would cost approximately \$3,900. There are several other systems available that is less money; however, would not be appropriate for outdoor use.

Interim Superintendent Fenske stated that another option would be to rent a PA system.

Commissioner Pionke advised that he had purchased a PA system for personal use for less than \$200. He recommended to test it at a future event.

Administrator Halik advised that there will be an AV component installed in the new Parks Building once it is renovated.

6. DISCUSSION – SPECIAL EVENT UPDATES/PLANNING:

a. Touch-A-Truck, Willow Commons Center, July 8, 2016

Interim Superintendent Fenske related that there were approximately 100 citizens that attended this event. Interim Superintendent Fenske advised that this event may need to be relocated if the property is sold by next year.

b. Movie Night in the Park, Community Park, July 15, 2016

Interim Superintendent Fenske advised that there were approximately 110 people that attended this event. Chick-fil-A was happy with the turn out. They handed out 350-400 sandwiches, lemonade, iced tea, water, and cookies. They also distributed gift cards for free sandwiches.

c. Children's Holiday Party, HSHS, December 11, 2016

Interim Superintendent Fenske advised that the Burr Ridge Park District is running an event on the same day and the Santa costume will be unavailable. Interim Superintendent Fenske stated that costs to hire a Santa runs between \$300-\$425 for the day. Costs to purchase a suit run from \$70-\$550. Consensus of the Commission was to purchase a suit in the median price range.

Interim Superintendent Fenske stated that the contract has been signed for the magician. Interim Superintendent Fenske related that will be contact the school choir group to perform. Suggestion was made to also hire a face painter and a person that makes balloon animals.

Discussion was made about a gift to distribute to the families since this is the 40th Anniversary. Suggestions were made of umbrellas and keepsake ornaments.

7. VISITOR'S BUSINESS

None presented.

8. COMMUNICATIONS

Administrator Halik spoke about the Veteran's Memorial Garden at Willow Pond. Administrator Halik stated that he has reached out to a landscape architect and they have provided some landscape substitutions. Plants that had any thorns have been substituted with another species. The contract was signed on July 13th. Work should be completed by the middle of August.

9. ADJOURNMENT

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

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

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

____ September 6 _____, 2016

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.