



EST. 1960

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

AGENDA

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

Director of Finance

Carrie Dittman

REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON TUESDAY, NOVEMBER 1, 2016, AT 7:00 P.M. AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES:
 - a) October 4, 2016 Regular Meeting of the Parks & Recreation Commission
4. DISCUSSION – Community Garden Plots Concept – Lake Hinsdale Park
5. DISCUSSION – 2017 Spring Fling 5K Fun Run
6. DISCUSSION – 5-Year Comprehensive Parks & Recreation Commission Master Plan Update
7. DISCUSSION – Special Event Updates / Planning:
 - a) Halloween Party with Gower School
 - b) Children’s Holiday Party, HSHS, December 11, 2016
8. VISITOR’S BUSINESS – Public comment is limited to three (3) minutes per person
9. COMMUNICATIONS
 - a) 2016 Turf Management Program Report
10. ADJOURNMENT



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MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, OCTOBER 4, 2016, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
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 Lorraine Grimsby, Ron Kanaverskis, Laurie Landsman, Carol Lazarski, Rob Pionke, and Doug Stetina.

ABSENT: At time of Roll Call – Chairman Richard Cobb and Commissioner Rene Schuurman.

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

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – SEPTEMBER 6, 2016

The Commission reviewed the September 6, 2016 minutes.

MOTION: A Motion was made by Commissioner Landsman and seconded by Commissioner Grimsby to approve the September 6, 2016 minutes as presented.

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

MOTION DECLARED CARRIED

***NOTE: Commissioner Schuurman arrived at 7:04 p.m.

4. DISCUSSION – PROPOSED LAKE HINSDALE PARK TRAIL DEMONSTRATION GARDEN

Interim Superintendent Fenske reviewed a letter received from Lake Hinsdale Tower residents on the proposed garden plots. Lake Hinsdale Tower resident, Barbara Bozek, spoke to the Commission and related what steps she and other residents of the building are wishing to do with the garden plots and forming a Garden Club. Ms. Bozek advised that they would like to create a demonstration garden and beautify the park. Ms. Bozek stated that she has numerous residents of the building that are committed to making and keeping the park nice. Commissioner Stetina advised that there has been Garden Clubs in the past that has disbanded due to lack of interest.

***NOTE: Chairman Cobb arrived at 7:13 p.m.

Commissioner Schuurman reminded the Commission that the garden plot proposal was voted down by the Village Board. There were issues related to parking and function of the plots. Commissioner Schuurman advised that the discussion needs to be how to put plots back into the renovation plan that will take into account what the Village Board's concerns were.

Interim Superintendent Fenske advised that the main issue was the rules and regulations of the garden plots. Interim Superintendent Fenske stated that he had received policy manuals from several communities and has narrow the guidelines down to approximately 25 categories.

Chairman Cobb thanked the numerous residents for attending tonight's meeting. Commissioner Landsman asked for a consensus from the Commission to approve the residents to spruce up the area around the park entrance sign since this would not require Village Board approval. Consensus was given.

Chairman Cobb requested that Interim Superintendent Fenske prepare an operation manual and bring to the next Commission meeting for review. Once it has been completed, manual can then be brought forward to the Village Board for approval.

The consensus of the Commission was for the residents to go ahead and fix up the area near the park sign. Village Board approval is not required for this work.

Members from the Lake Hinsdale Tower Homeowners Association (HOA) were also in attendance. The Commission advised that one of the main issues with the garden plots is parking. Posted signs show private property and would deter other residents from using the park. The Commission advised the HOA that there needs to be some accommodations made. The HOA members stated that they will discuss the issue with their full HOA board at their next meeting.

Interim Superintendent Fenske advised that the company that won the winning bid for the park renovations has not submitted the required paperwork per the signed contract. He stated that Administrator Halik has requested if the Commission had a consensus to move the contract to the second lowest bid. Consensus was if the current contractor cannot complete project when promised, then move to the next bidder.

5. DISCUSSION – SPECIAL EVENT UPDATES/PLANNING:

a. Halloween Party with Gower School

Interim Superintendent Fenske related that the Halloween Party will be held on October 28, 2016 from 6:00 p.m. – 8:00 p.m. Taffy apples and bags have been ordered. Gower PTO will be running games for the kids.

b. Children's Holiday Party, HSHS – December 11, 2016

Interim Superintendent Fenske advised that as of today's date, he has received \$1,575.00 in donations. He has received gift certificates from Hinsdale Nurseries and LaVida Massage. Chicken Basket has again donated chicken drumsticks. Dance Duo will be donating ice cream.

6. VISITORS' BUSINESS

Residents of Lake Hinsdale Tower that were in attendance at tonight's meeting thanked the Commission for their commitment to the Village.

7. COMMUNICATIONS

Commissioner Stetina advised that an article will be sent to the Willowbrook Post for their November issue highlighting the Veterans' Memorial at Willow Pond.

8. ADJOURNMENT

MOTION: Made by Chairman Cobb, seconded by Commissioner Pionke to adjourn the meeting at the hour of 8:37 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,

November 1, 2016

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

**PARKS & RECREATION COMMISSION MEETING
AGENDA ITEM SUMMARY SHEET**

AGENDA ITEM DESCRIPTION

**DISCUSSION – Community Garden Plots Concept –
Lake Hinsdale Park**

COMMISSION REVIEW

- Report
- Discussion
- Seeking Feedback

Meeting Date:

November 1, 2016

BACKGROUND

At the last Parks Commission meeting held on October 4, 2016, representatives from the Lake Hinsdale Tower (LHT) Association Board were in attendance. At that time, the proposed garden plots concept was discussed and the need for some parking to be designated for future garden users. The Parks Commission requested that LHT consider removing the private property signs currently posted near the park and allow the use of nearby parking stalls for future gardeners.

John Fenske received a response (attached) from the LHT Property Manager, on behalf of the Board of Directors, advising that they cannot remove the private property sign or designate specific parking spaces for gardeners as doing so would create a hardship for the LHT community.

REQUEST FOR FEEDBACK

In light of the above, the Commission members may wish to re-consider whether Lake Hinsdale Park would be the most suitable location for community garden plots. As the Commission has discussed in the past, the intent would be that the use of the garden plots would be available to the entire community. This would be difficult to accomplish at Lake Hinsdale Park, since there is no public parking serving that particular park and that park site does not front on a public street.

Presuming that the Commission decides to move forward in some manner with the community garden plots concept, John Fenske has assembled proposed guidelines regulating such a program. The attached guidelines were drafted after review of the guidelines in place for community garden plots in other jurisdictions.

STAFF RECOMMENDATION

N/A – Discussion Only.

From: John Fenske
Sent: Monday, October 10, 2016 9:25 AM
To: Tim Halik <THalik@willowbrook.il.us>
Subject: FW: Lake Hinsdale Tower

Tim,

Here is the email from the Lake Hinsdale Tower property manager.
John

From: JRozwadowska@lmsnet.com [<mailto:JRozwadowska@lmsnet.com>]
Sent: Friday, October 07, 2016 8:04 AM
To: John Fenske <jfenske@willowbrook.il.us>
Subject: Lake Hinsdale Tower

Mr. John Fenske
835 Midway Drive
Interim Superintendent
Of Parks & Recreation
Willowbrook, Illinois 60527
October 7th, 2016

Dear Mr. Fenske,

Lake Hinsdale Tower Condominium Association is excited about the plans for the beautification of the park. We'd like to thank you for the area that you have designated for our residents to plant flowers.

We know our community will enjoy the new landscaping and the walking path. We now have young families who will enjoy the playground equipment.

It is our understanding from the Parks and Recreation meeting on Tuesday, October 4 that there are two requirements for the proposed garden plots. We cannot accommodate removing the private property sign, and designating specific parking spaces for the gardeners would create a hardship for our community.

Thank you for your offer to attend our Board Meeting, however, at this time we are unable to meet the referenced requirements.

Sincerely,

Lake Hinsdale Condominium Association Board of Directors
Jola Rozwadowska
Property Manager
Lake Hinsdale Tower Condominiums
6340 Americana Drive, Willowbrook, IL 60527
Office (630) 986.9230 / Fax (630) 986.9298

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2017 Village of Willowbrook Garden Plot Information/Regulations & Contract

1. The Village of Willowbrook does not assume risk of theft or damage. The Village is also not responsible for replacement or reimbursement for any lost seed, plants, produce or any other item brought to the plot due to theft, vandalism or any other reason.
2. Only one plot per household. Plots are non-transferable.
3. Plots cost \$29.00/resident; \$22.00/senior resident. These fees help defray a small portion of staff costs, keeping the plots maintained and water costs.
4. Plots will be issued by a lottery, with numbers assigned on a first come/first served basis. The Village will assign plots.
5. Plots are 10'x20', staked out and numbered by the Village. The numbered stakes **MUST** not be removed.
6. The season will be from May 1st to Oct. 31st. Unless due to unusual weather delays, plots not planted by June 1st will be reassigned without refund.
7. Renters are responsible for keeping the plot maintained during the season. No weeds shall exceed 12 inches.
8. Plots that show signs of disuse/neglect during the season will be re-tilled and reassigned, if enough planting time remains, with no refund given.
9. Water is available from a spigot located at the plot site. No hoses are allowed. Renter must use a watering can or bucket to water their plots.
10. Temporary fencing up to 4' is allowed. Must only be mesh style material. Trellises can only be located in the middle of the plots.
11. Gardeners must not dig channels or create berms outside their plots
12. Crops must be harvested as they mature.
13. No personal property shall be kept at or left on the plot.
14. At the end of the season: All dead plants, remaining produce and debris must be removed. Also, all non-biodegradable material **MUST BE REMOVED** from the plot by Nov. 10th. Renters who do not comply, will not be given the opportunity to rent the next season.



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2017 Village of Willowbrook Garden Plot Information/Regulations & Contract

15. Trash & recycling containers are located by the plots, along with a compost area for biodegradable waste. Please use the appropriate containers.

16. Per Village ordinance, no animals, except for service animals will be allowed in the garden area. Such animals must be leashed and cleaned up after.

17. No illegal crops or invasive species are to be planted.

By signing this agreement, I understand and agree to the rules and regulations as listed in this document. I understand that failure to abide by these rules will result in my forfeiture of my garden plot without refund and my future gardening privileges will be revoked.

_____	_____	_____
Please Print Name	Signature	Date

_____	_____	_____
Supt. of Parks & Recreation	Plot Number	Date



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**PARKS & RECREATION COMMISSION MEETING
AGENDA ITEM SUMMARY SHEET**

AGENDA ITEM DESCRIPTION

DISCUSSION –

5-Year Comprehensive Parks & Recreation Commission Master Plan Update

COMMISSION REVIEW

- Report
- Discussion
- Seeking Feedback

Meeting Date:

November 1, 2016

BACKGROUND

In July of 2012 the Village Board accepted a proposal from Design Perspectives, Inc. to develop the Village's first comprehensive master plan for the Parks & Recreation Department. Subsequently, Tod Stanton from Design Perspectives performed a thorough evaluation of the park system and solicited input from the community through a series of surveys and focus group meetings. A DRAFT Master Plan was presented to the Board of Trustees and the members of the Parks & Recreation Commission at a joint meeting held on April 29, 2013. After review and discussion, the Village Board requested that the Parks & Recreation Commission consider priorities within the plan and forward comments back to the Village Board, along with a recommendation. At the May 14, 2013 meeting of the Parks & Recreation Commission, the DRAFT Master Plan was further discussed. After further review, the consensus of the Commission was to make various changes to the conceptual park and facility planning exhibits and the Capital Improvement Plan (CIP) that the Master Plan included. This recommendation was then forwarded to the Village Board. The Village adopted the revised plan on June 10, 2013 (a complete copy of the plan is attached).

The Master Plan serves as the culmination of the planning study conducted to determine the recreational needs of the community and to establish a Capital Plan to identify potential improvements to parks. The Plan also serves to establish goals and objectives for the future of parks and recreation within the Village. The Master Plan is intended to provide direction and strategies to the Village in providing park and recreation services. It establishes a five-year "road map" for the Parks & Recreation Department from 2013 through 2017. In addition, the plan was intended to serve as a resource when applying for future grant funding through various sources. In fact, shortly after the plan was adopted, it was used to apply for an OSLAD grant to seek funding for a renovation of Willow Pond Park. The Village was ultimately awarded a \$400,000 grant for the renovation of Willow Pond Park that will be completed in Fiscal Year 2017/18.

REQUEST FOR FEEDBACK

As mentioned above, the current 5-year plan covers years 2013 through 2017. Therefore, the Commission should begin to consider performing an update to the plan, and if appropriate, request funding within the FY2017/18 Park Budget for consultant services to do so. Staff has again contacted Tod Stanton from Design Perspectives to request a proposal (attached) for consulting services to update the plan.

STAFF RECOMMENDATION

For discussion only.

RESOLUTION NO. 13-R- 32

A RESOLUTION OF ADOPTION OF THE
2013-2017 COMPREHENSIVE PARK & RECREATION MASTER PLAN

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Willowbrook, DuPage County, Illinois, that the Village Board of Trustees acknowledges the value of having in place a long-range park & recreation plan and, as such, hereby adopts the 2013-2017 Comprehensive Park & Recreation Master Plan, attached hereto as Exhibit "A" and made a part hereof, as the Village's 5-year Master Plan for the Parks & Recreation Department.

ADOPTED and APPROVED this 10th day of June, 2013.

APPROVED:

Frank S. Tull
Mayor



ATTEST:

Greg R. Hansen
Village Clerk

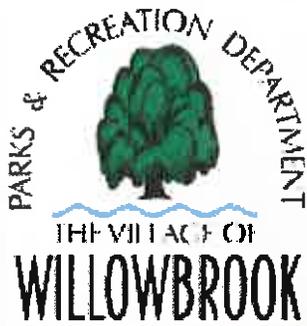
ROLL CALL VOTE:

AYES: Berglund, Kelly, Mistale, Oggerino

NAYS: 0

ABSTENTIONS: 0

ABSENT: BAKER, DAVI



Village of Willowbrook 2013-2017 Comprehensive Park & Recreation Master Plan

June 2013



Prepared By:



Design Perspectives, Inc.
Grounded in Creativity

www.design-perspectives.net

Introduction

The Village of Willowbrook is seeking to complete its first ever comprehensive master plan that focuses solely on parks and recreation. The staff along with the support of the Parks & Recreation Commission identified the need to complete this planning study to fully understand the recreational needs of the community, develop a capital plan to identify potential improvements with cost commitments and a constructive venue to develop goals and objectives for the future of parks and recreation within the Village.

However, this is not to say that the Village has not been planning for its future. The agency has elected to focus on meeting its short term needs. Also, the current Superintendent is still relatively new to the Village and has pushed to begin a strategic focus on long term planning. In the process of working with the Village for this plan, it is apparent that a culture of discovery is emerging with the knowledge that good planning can lead to a better future.

The Village operates a solid collection of outdoor park spaces. Many of these spaces have unique environmental features that include small ponds and natural areas.

It is clear that Village residents utilize a series of governmental units as well as private clubs that provide choices for park and recreation services. These choices have allowed residents to downplay the importance of Village led recreation programs and leisure services and utilize the parks as a drop in recreation activity. The community that the Village serves has a small town feeling. This leads to an atmosphere of cooperation that can be enhanced with sharing ideas surrounding parks and leisure services.

Master Planning Process

The Parks and Recreation Department has seen steady achievements in the past. The future will bring ever-changing opportunities and lofty goals that meet the needs of the community. It will take the dedication of the elected officials, staff, commission members, volunteers and concerned citizens to continually meet the expectations of the community for quality parks, facilities and programs both now and in the future.

The purpose of this planning initiative is to gather data and devise an appropriate action plan to improve the parks and recreation experience for the community.

From that direction, new goals and objectives will be developed and several strategic issues surround capital budgeting, indoor recreational space, recreational programs and finally partnerships. It is clear that hard work lies ahead for the Village in defining the future of parks and recreation.

2013-2017 Comprehensive Park & Recreation Master Plan

The following outlines key steps in the planning process that included;

- Visioning sessions
- Community input sessions
- Community survey summary
- Recreation programming analysis
- Park inventory & analysis
- Standards development
- Equity mapping/Service area analysis
- Conceptual park planning
- Capital improvement planning
- Master plan themes, initiatives and goals
- Implementation action plan

Brief History of the Parks & Recreation Department

The Willowbrook Village Board created the Village's Parks and Recreation Commission by ordinance on August 11, 1975. Following the creation of the Commission, the Village Board accelerated its efforts to acquire land for parks in each area of the Village. By 1977, the Village had purchased or acquired through developer donations four park sites totaling nearly ten acres. In May of 1977, the Board approved funding of its first program of recreational activities for the summer of 1977, a winter recreation program was added in 1978, and a fall program was initiated in 1988. In 1989, the Village joined five other communities to form the Gateway Special Recreation Association.

In 1986, the Village was successful in obtaining a \$148,375.00 matching state grant to acquire approximately 15 acres as the site of the Willowbrook Community Park. The Village later purchased three additional acres bringing the park's total acre to 17.77 acres. Three subsequent matching grants over the next four years and totaling over \$426,000.00 enabled the Village to complete the park.

The Village of Willowbrook Parks and Recreation Department currently operates 56.6 acres on ten sites.

2013-2017 Comprehensive Park & Recreation Master Plan

Population Characteristics

The population of the Village of Willowbrook, from the 2010 US Census, is 8,540. The average age was 46.3 years old and the race within the Village was 78.7% white, with the highest minority population comprising Asian origin at 13.5%. The 2010 demographics are shown in the following table.

	<i>Willowbrook</i>	<i>Illinois</i>
2011 Population (Estimate)	8,598	12,859,752
Percent Change in Population: (2010-2011)	0.7%	0.2%
2010 Population	8,540	12,830,632
Persons under 5 years: 2010 percentage	4.0%	6.5%
Persons under 18 years: 2010 percentage	16.6%	24.4%
Persons 65 years & over: 2010 percentage	21.4%	12.5%
Female persons: 2010 percentage	54.5%	51.0%
White persons: 2010 percentage	78.7%	71.5%
Black persons: 2010 percentage	4.7%	14.5%
American Indian & Alaska Native persons: 2010 percentage	0.1%	0.3%
Asian persons: 2010 percentage	13.5%	4.6%
Native Hawaiian & Other Pacific Islanders: 2010 percentage	0.0%	0.0%
Persons reporting two or more races: 2010 percentage	1.7%	2.3%
Persons of Hispanic or Latino origin: 2010 percentage	5.7%	15.8%
White persons not Hispanic: 2010 percentage	74.7%	63.7%
Living in same house 1 year & over: 2007-2011	85.2%	86.7%
Foreign born persons: 2007-2011	23.8%	13.7%
Language other than English spoken at home: 2007-2011	34.2%	22.0%
High school graduates of age 25+: 2007-2011	94.2%	86.6%
Bachelor's degree or higher, age 25+: 2007-2011	44.9%	30.7%
Mean travel time to work (minutes) age 16+: 2007-2011	29.30	28.10
Housing units: 2010	4,375	5,296,715
Homeownership rate: 2007-2011	74.0%	68.7%
Housing units in multi-unit structures: 2007-2011	58.9%	32.9%
Median value of owner-occupied housing units: 2007-2011	\$262,900.00	\$198,500.00
Households: 2007-2011	4,184	4,773,002
Persons per household: 2007-2011	2.02	2.62
Per capita money income in past 12 months: 2007-2011	\$42,051.00	\$29,373.00
Median household income: 2007-2011	\$57,799.00	\$56,576.00
Persons below poverty level: 2007-2011	6.6%	13.1%

2013-2017 Comprehensive Park & Recreation Master Plan

Agency Visioning

The Village of Willowbrook Parks & Recreation Master Plan process started with a series of data gathering opportunities to seek input from agency staff and the Park & Recreation Commission. The results of these meetings helped set a direction for discussion of identified issues and opportunities for visioning a new future. The process concluded with a random survey administered by the Public Research Group.

Staff Visioning Session

The Village staff that is associated with parks and recreation gathered for a visioning session in October 2012. The staff of Design Perspectives facilitated the session. The meeting was very productive with a wealth of information discussed. The following is a summary of that discussion.

a. Vision

- The Village of Willowbrook Parks & Recreation Department should be the first choice of village residents for all parks and recreation services.
- The parks within the Village should reflect the character of the community and be a source of pride for residents.
- The outsourcing of the maintenance for the parks and open space should be an efficient and cost effective solution.
- The parks should have likeminded material standards which will allow for easy repair and upkeep.
- The Village needs to find a recreational niche that is not duplicated with surrounding entities.

b. Issues

- Public Works is a small department which is responsible for maintenance coordination and preparation of special events and rentals. The addition of a seasonal staff person would greatly benefit the parks and recreation department in meeting responsibilities.
- More shelters with sizes and locations would allow for additional rentals with an appropriate sized facility for the outing.
- Lighting in the parks is a concern.
- Bathroom fixtures are prone to vandalism.
- Willow Park could use a significant renovation.
- The Village has a larger number of trees that require significant effort to clean up after storm damage.
- The existing parks could be utilized better for sports activity if layout and setup was different.

c. Goals

- Develop programming focus that should include seniors and adult classes.
- Keep improving park spaces to build upon the past tradition of providing quality Village parks and open spaces.
- Improve utilization of existing park spaces for the next generation of Village residents.
- Discuss and prepare appropriate park maintenance material standards.
- Explore opportunities to brand parks and recreation to reflect the character of the community.

Park & Recreation Commission Visioning Session

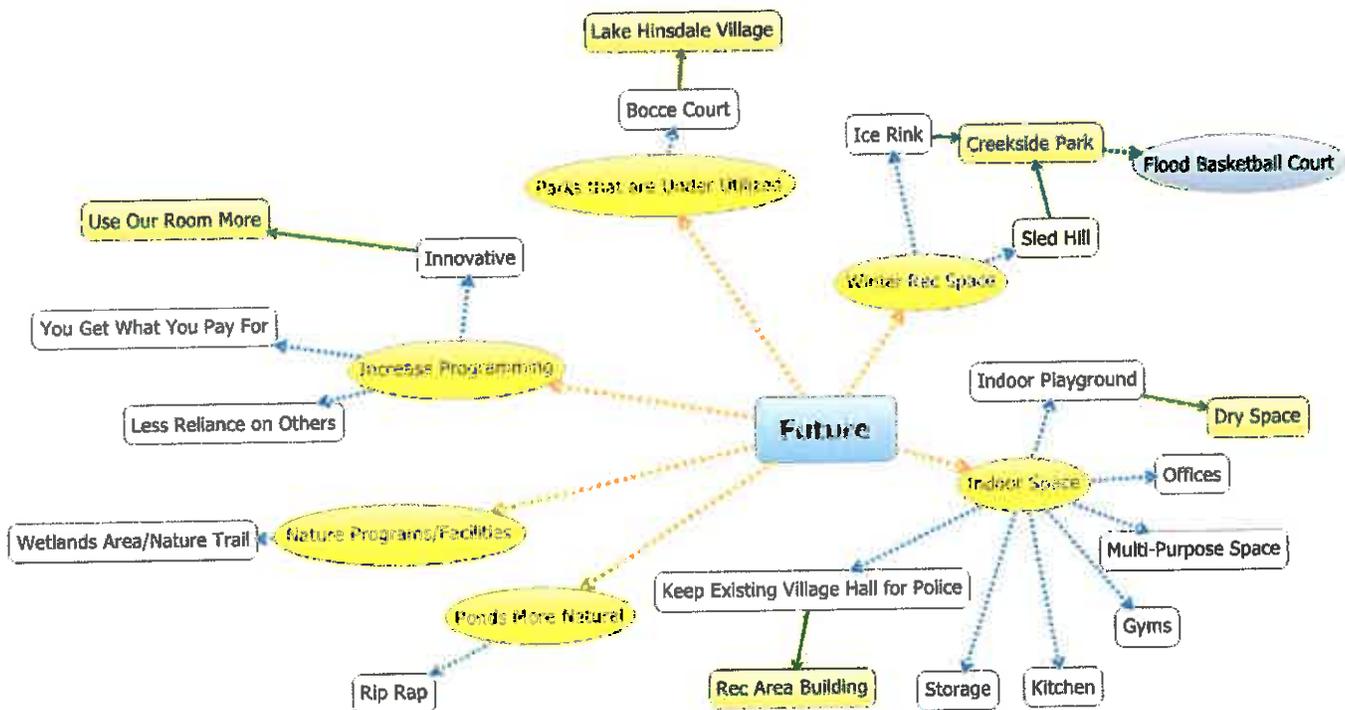
The staff of Design Perspectives facilitated an evening session that was held in October 2012. The meeting comprised of three components. First was a centered discussion on a series of questions that addressed the big things the Village needs to be doing in the future. The second component was a mind mapping exercise that focused on the key issues for the future. The third component was a short questionnaire that each commission member completed. In terms of the first component, the following is a summary of the answers provided from the core questions.

- What additional programs or activities do you feel should be offered that are currently not available?
 - Wellness screening
 - Senior center and related activities
 - Offer more programs for the kids
 - More learning programs that teach people things
 - Short learning programs and/or training opportunities
 - Outdoor ice skating
 - Look at what the Burr Ridge Park District offers (We partner a lot with them)
- What new amenities would you like to see provided?
 - Outdoor ice skating
 - Fitness centers
 - New open space
 - Bus for senior trips/kids trips
 - Classroom type learning spaces
 - Multi-purpose indoor spaces
 - Teaching kitchen

2013-2017 Comprehensive Park & Recreation Master Plan

- During the next five years, what should the top priorities be?
 - More indoor space
 - Purchase more green space
 - Create a plan backed by solid data and then execute the plan
 - Increase recreation programs
 - Less dependence on others for programs
 - Offer something for everyone in the Village
 - We are a top destination for parks and recreation in our community

The following graphic highlights the information generated from mind mapping question: What are the key issues to be considered for the future?



The visioning questionnaire led to comments centered on funding parks and recreation within the Village, indoor recreation space and developing a plan that leads to better decisions. The majority of the Board of commissioners felt a need to improve parks and recreation within the Village. The Village finances are in good standing and many of the responses to the questions were positive. The following is a table of the responses.

2013-2017 Comprehensive Park & Recreation Master Plan

Commission Visioning Workshop Questionnaire			
2-Oct-12			
	YES	NO	
Q1	5	1	Do you feel that the Village is providing adequate recreation opportunities for your community?
Q2	6	0	Do you think that the parks are adequately maintained?
Q3	6	0	Do you think that the parks are safe?
Q4	5	1	Do you feel that the current staff in place runs the Parks & Recreation Department effectively?
Q5	6	0	Do you think that the Parks & Recreation Department is on good terms with other Village departments?
Q6	1	5	Are you comfortable with the financial position of the department?
Q7	3	3	Do you feel now is time for a recreation center project?
Q8	6	0	Would you support user fees to operate a recreation center?
Q9	5	1	Would you support a sales tax to build a recreation center?
Q10	1	5	Do you think the Village is forward thinking in terms of parks and recreation?
Q11	3	2	Do you feel you have adequate and updated policies and procedures in place to operate the department?
Q12	6	0	Do you think residents are leaving the Village and going elsewhere for recreational services?
Q13	6	0	Do you feel the need to increase capital spending to improve the parks?
Q14	6	0	Do you think the department needs to expand recreation programming opportunities?
Q15			What would you like to see come out of this study?
			I would like to see a prioritized list of projects
			More funds for parks & recreation
			I would like to see a program that we can build on as we grow
			I would like to see support from the Village Board and residents in getting a Village Center built to give residents recreational space to hold classes, meetings, etc. I believe the Village needs this.
			Gain a better idea of community needs and give us a better direction and focus. Come up with more innovative ideas and environmental friendly design for the parks.
			That we have a plan that the Village Trustees can put in their budget and we are not passing over projects and never funding them.

2013-2017 Comprehensive Park & Recreation Master Plan

Outcomes

The information generated from these sessions combined with the survey data begins to develop a clear sequence of possible outcomes. In review of the visioning and the survey findings, this table highlights a simple strengths, weakness, opportunities and threats matrix in administration, recreation and facilities.

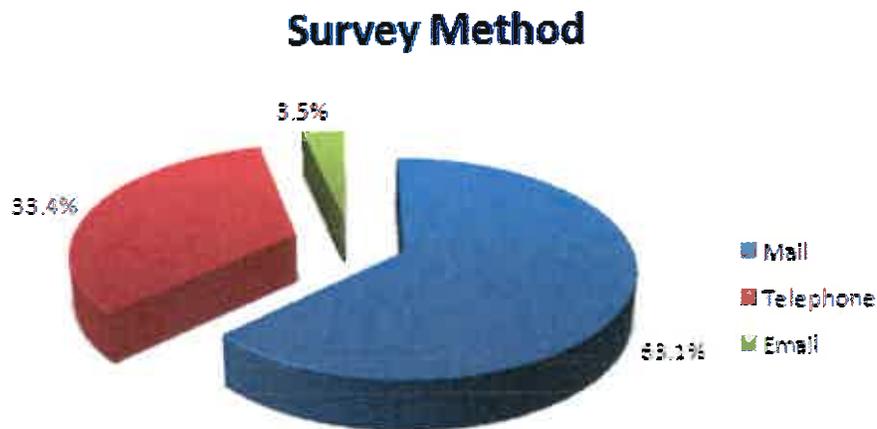
	Strengths	Weakness	Opportunities	Threats
Administration	Small Staff with Excellent Communication	Funding	Expand awareness to Village Trustees of the benefits of parks and recreation	Lack of Political Will to Implement Goals & Objectives
Recreation	Partnership with Burr Ridge Park District	Spectrum of programming for entire community	Seek an influx of new programming ideas with investment into new part time recreation staff positions	Economic factors, changing demographics, changing leisure service trends
Facilities	Parks	Indoor Recreation Space	Expand Programming by Better Facilities	Costs to Build, Operate and Maintain Significant Capital Intensive Facilities

This analysis will lead into a defined strategic direction and implementation objectives in the master plan.

Summary of Community Survey Results

The survey data gathered for this report was collected through mail, telephone and email surveys, administered by the Public Research Group on behalf of the Village of Willowbrook. The information is presented as graphs and charts to make the information easier to understand, write-in responses are included in the appendix of this report.

The data derived from mail, telephone and email survey responses were entered into a unified database where answers to the questions can be formulated. The sample for this survey was derived from a random sample of Village residents that were selected using GIS (Geographic Information Systems) to develop a custom-coded residential database.

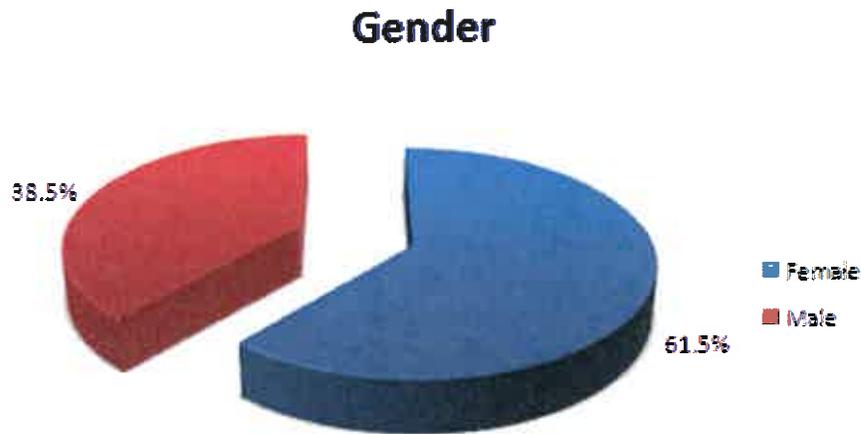


Using the three methods, a total of 401 responses were received, 253 responses were from mail surveys, 134 telephone responses and 14 email responses. The mail survey response rate was nearly 21%, in social science research; this is considered a high response rate.

Based on the total number of responses, the margin of error of the survey sample is approximately 4% at a 95% level of confidence. Based on Public Research Group's experience, the sample collected is representative of the entire population of the Village of Willowbrook.

Demographics

In the completion of surveys, typically females respond to surveys more often compared to males. The questions asked in this survey are more factual rather than opinion based. So if there is a majority of responses from one gender, this will not skew the results. In the case of this survey, more females answered the survey than males.

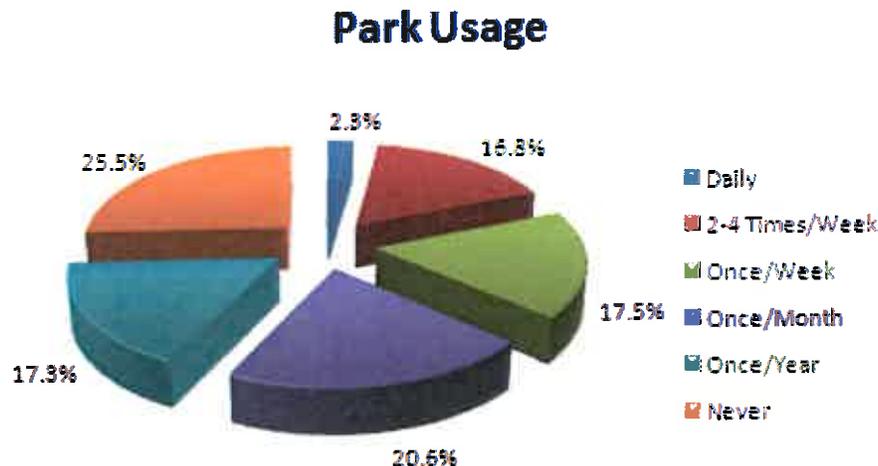


A total of 379 respondents answered this question informing us of their gender. Of the 379 respondents that did answer, 61.5% were female and 38.5 were male.

Question 21 of the survey asked respondents the ages of all members within the household. The average age of respondents to the survey was 45.92 years of age. According to the 2010 Census, the average age for the Village of Willowbrook is 46.3 years. The average age of the respondents are within our margin of error compared to the Census data.

Facility Usage

Question 13 asked respondents how often they visit the parks located within the Village of Willowbrook.

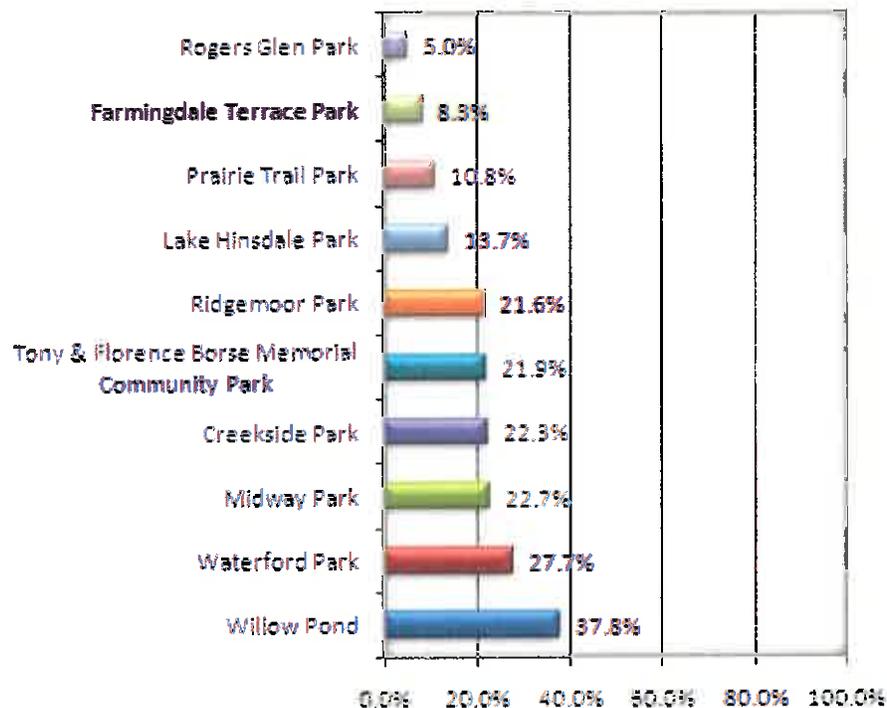


2013-2017 Comprehensive Park & Recreation Master Plan

Nearly 75% of respondents visit the parks at some point throughout the year. 2.3% visit the parks daily, 16.8% go 2-4 times/week, 17.5% visit once/week, 20.6% once/month, 17.3% go once/year, and 25.5% never use the parks.

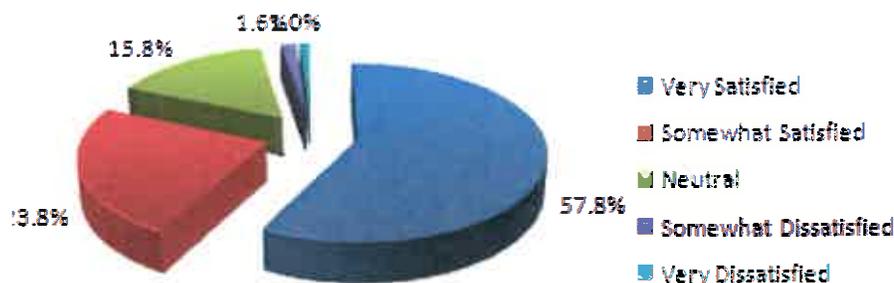
Question 14 asked residents which parks they visited within the Village. Respondents were allowed to choose more than one park if they have visited them. The five most frequently visited parks were: Willow Pond, Waterford Park, Midway Park, Creekside Park and Tony & Florence Borse Memorial Community Park.

Parks Visited by Respondents



Respondents were then asked in Question 16 about their overall satisfaction with the appearance, maintenance and cleanliness of the Village parks.

Satisfaction with Appearance of Parks

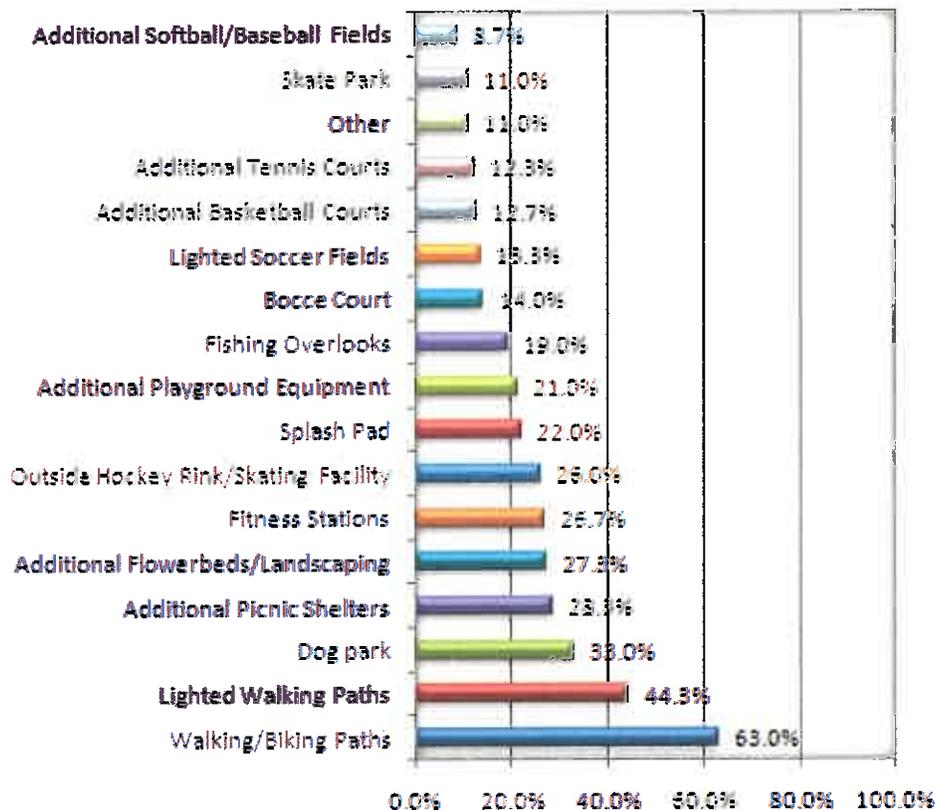


2013-2017 Comprehensive Park & Recreation Master Plan

Overall 81.6% of respondents were satisfied with the appearance of the Village parks. This shows that there is care taken in the upkeep of the parks and residents are well appreciative of it. 15.8% of respondents were neutral on the question, and only 2.6% were dissatisfied with the appearance of the parks.

Question 18 then asked the respondents what new amenities they would like to see added in the parks. A list of amenities was provided in the survey, and they were also given the chance to write in amenities that were not listed.

Amenity Preference



The top three amenities respondents would like to see added are: walking/biking paths, lighted walking paths and a dog park. Some of the main items that respondents added under the 'Other' category are: dog areas, indoor facilities, pool, restroom facilities. The full list of other amenities that respondents would like to see added has been included in the appendix of this document.

Currently, dogs are not allowed in any of the Village parks. Question 12 asked if the Village should allow leashed dogs within the parks if dog owners are responsible for their pet.

Allow Leashed Dogs in Parks

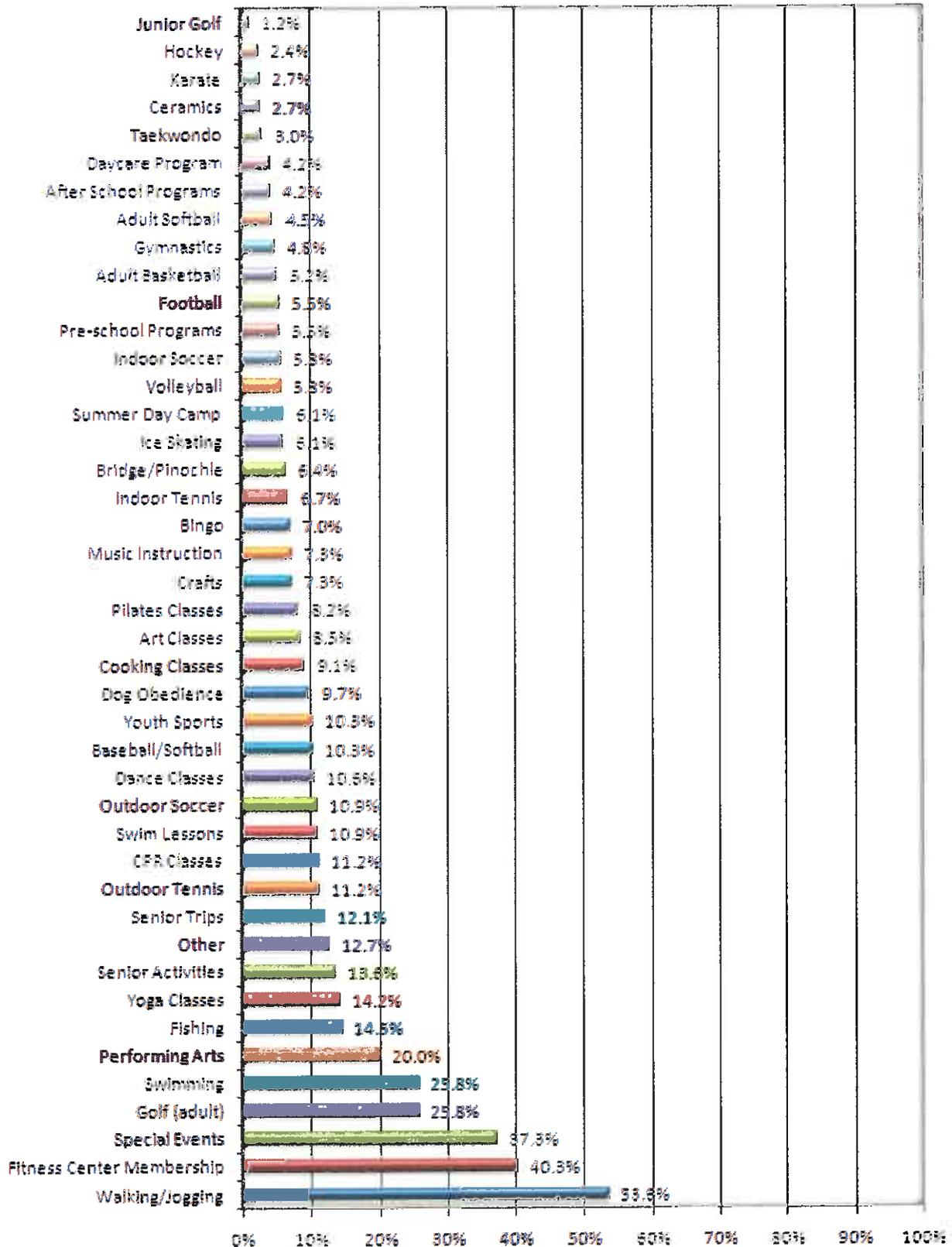


A total of 390 respondents answered this question, with 55.1% feel that leashed dogs should be allowed in the parks, while 32.8% feel they shouldn't be allowed, and 12.1% did not know.

Recreation Usage

Question 4 asked respondents what indoor and outdoor recreational activities either themselves or members of their household participate in at the Village of Willowbrook or somewhere else. A list of recreational activities was provided, and respondents were given the opportunity to add in other activities that were not listed on the survey.

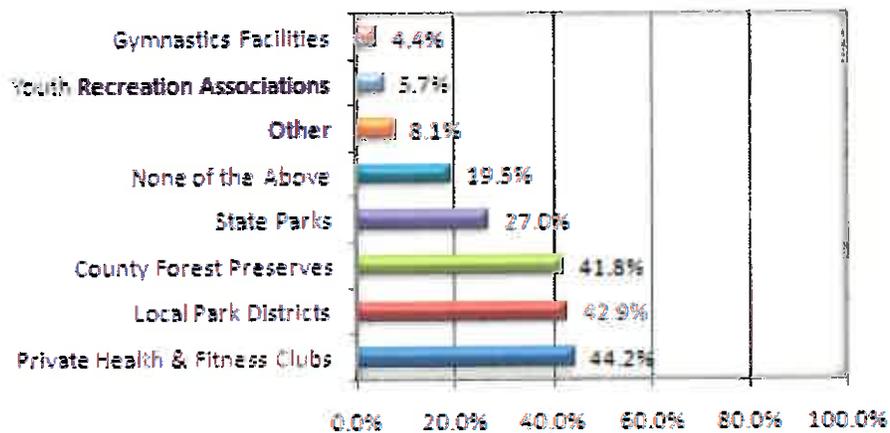
Participation in Recreational Activities



The most popular recreational activity that respondents participate in was walking or jogging. This is always a popular activity due to the ease residents have in doing the activity. Next at 40.3% was fitness center memberships. Respondents are very health conscience as it shows with the two highest rated activities. Special events was the third highest rated activity at 37.3%, at 25.8% were adult golf and swimming, and performing arts at 20%. Some of the 'Other' categories that respondents wrote in were: biking, computer classes, and Zumba. Additional responses added in by respondents have been included in the appendix of this document.

Since respondents were asked what activities they participated in the Village of Willowbrook or elsewhere, question 6 then asked what other recreation providers their family used. A list of recreation providers was provided in the survey, and respondents were give the chance to add in other providers that were not listed as well.

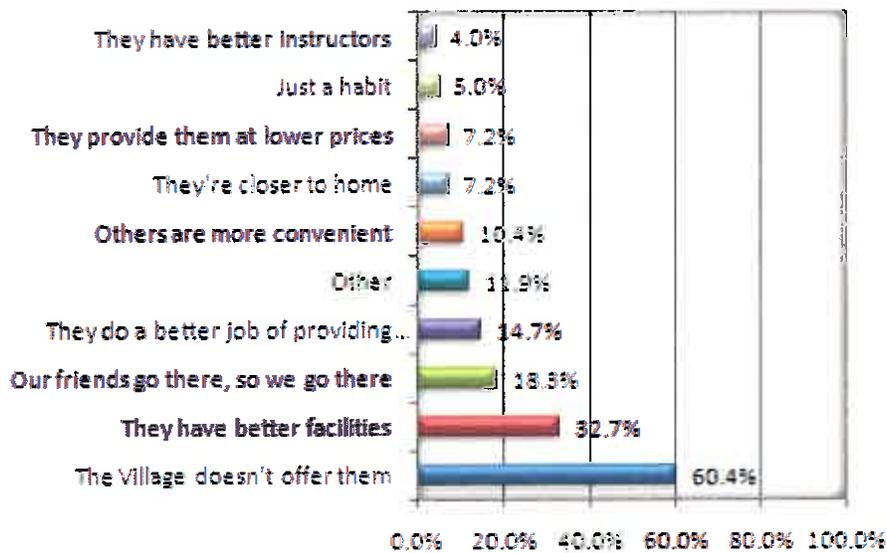
Other Recreation Providers



The three most frequented recreation providers, other than the Village of Willowbrook, are private health & fitness clubs at 44.2%, local park districts at 42.9% and county forest preserves at 41.8%. Other recreation providers respondents have gone to include: YMCA, country club, neighboring park districts, and the Morton Arboretum. Additional recreation providers that respondents added in are provided in the appendix of this report.

Question 7 then asked respondents why they go to other agencies for recreation services other than the Village of Willowbrook. A list of responses were provided on the survey, and respondents were given the option to add in their own reasons as well.

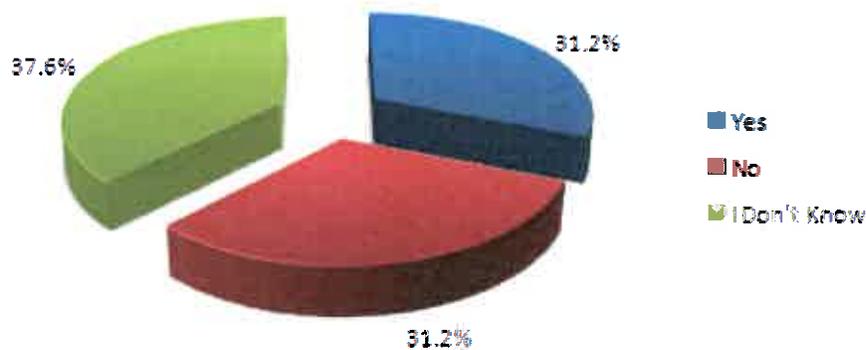
Reasons for Going Elsewhere



The most common reason why respondents go to other agencies for recreation is that the Village doesn't offer them. This shows that there is a gap in recreational offerings through the Village that serves the residents. This can be improved by expanding upon the recreational activities offered through the Village. 32.7% of respondents go elsewhere for recreation because they have better facilities. Their friends go there and other agencies do a better job of providing them are at 18.3% and 14.7% respectively. Other reasons accounted for 11.9% of respondents, which include: larger walking areas, family has for years, forest preserves provide better nature experience, and no dogs allowed in parks. More responses have been included in the appendix of this document.

In question 8, respondents were asked if the Village needs to additional indoor recreation space outside of Village Hall for recreational activities.

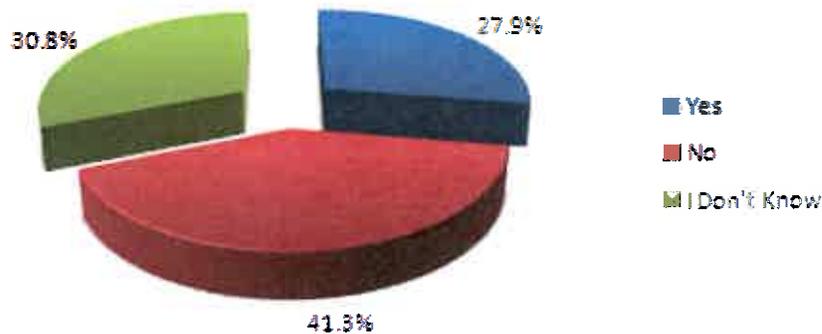
Additional Indoor Recreation Space



There were an equal amount of respondents that agreed and disagreed that the Village needs to additional indoor recreation space at 31.2% respectively. 37.6% of respondents did not know if the Village need additional of indoor recreation space.

Question 9 then asked if respondents would support the Village financially in taxes and user fees to provide additional indoor recreation space.

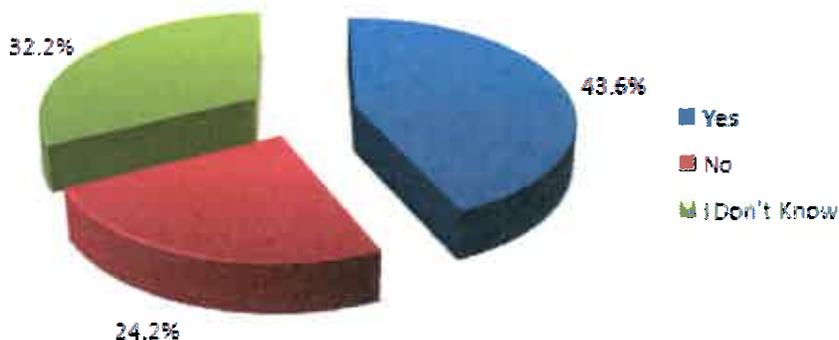
Support Village Financially for Additional Indoor Recreation Space



Almost half of the respondents that answered this question would not support the Village financially at 41.3%. 30.8% of respondents did not know, and 27.9% would support the Village financially.

Next respondents were asked if they would support the Village in applying for grant money even if the Village needs to contribute a portion of the cost for a project in question 10.

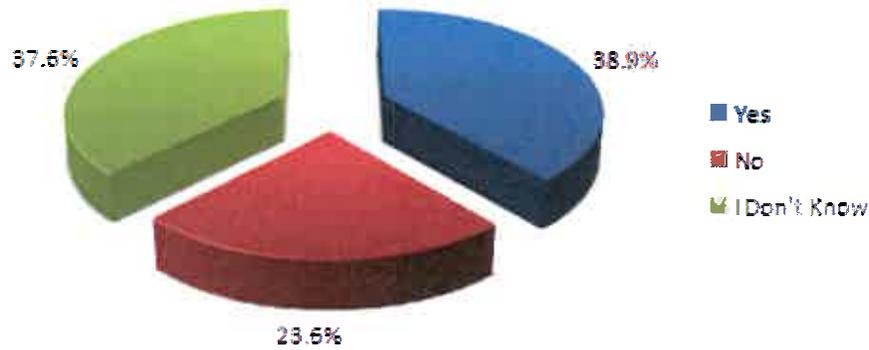
Support Village to Apply for Grant



43.6% of respondents were more willing to support the Village in applying for grants to fund projects even if it meant the Village had to contribute a portion of the project costs. 32.2% of respondents did not know, and 24.2% would not support the Village.

Living in a four season climate, question 11 asked respondents if they feel that the Village of Willowbrook should provide winter recreational activities.

Provide Winter Recreation Activities

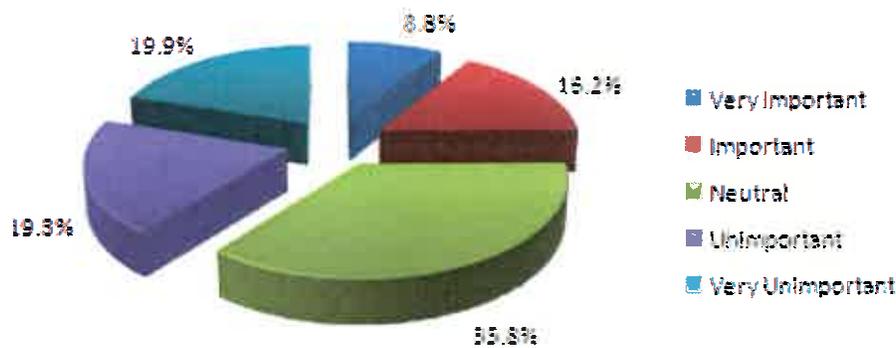


38.9% of respondents felt that the Village should provide winter recreation activities, while 37.6% did not know and 23.6% felt that the Village shouldn't.

Priorities

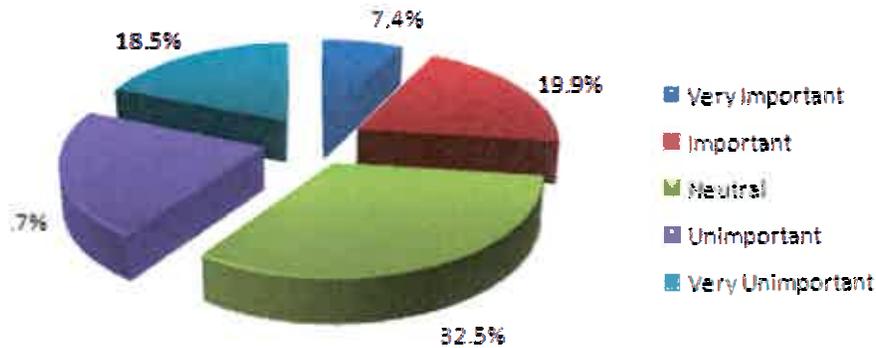
Question 19 asked respondents to rate how important a list of Village of priorities were to them and their family. The priorities are: acquire new parkland, building new facilities, expand recreation offerings, expand education offerings, improve existing parks/facilities and maintain existing recreation services.

Acquire New Park Land



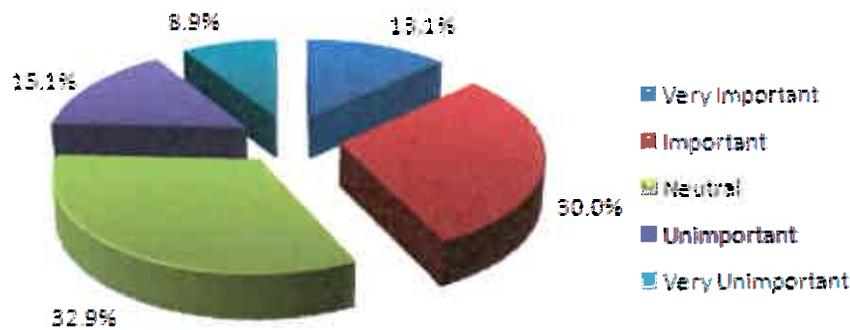
39.2% of respondents didn't feel important to acquire new parkland. 25% felt it was important to them and their family, while 35.8% were neutral on the topic.

Building New Facilities



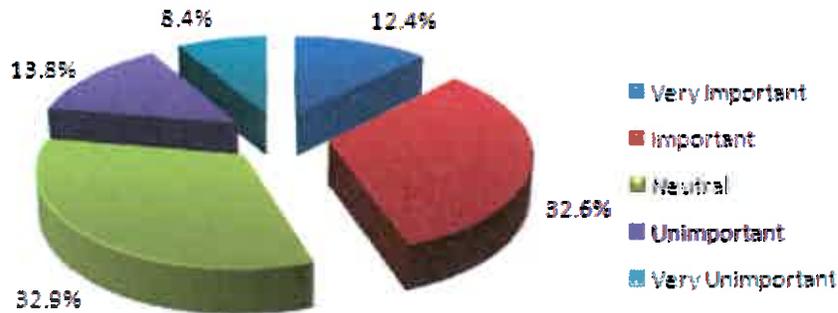
40.2% of respondents didn't feel it was important to build new facilities. 27.3% of respondents felt building new facilities were important to them and their family, while 32.5% were neutral on the priority.

Expand Recreational Offerings



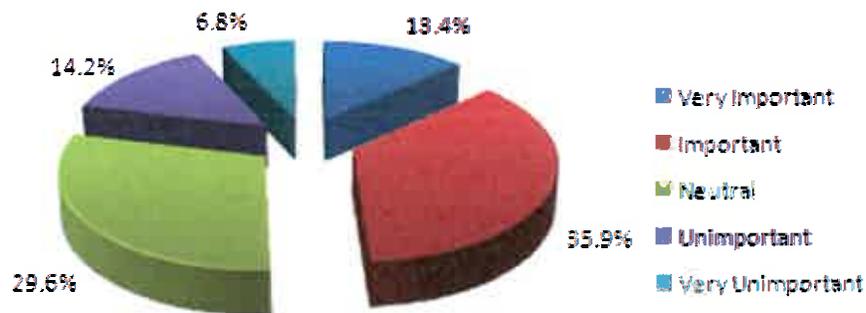
43.3% of respondents felt that it was very important or important to expand recreational offerings within the Village. 32.9% were neutral on this priority, and 24% felt it was unimportant to expand recreation offerings.

Expand Educational Offerings



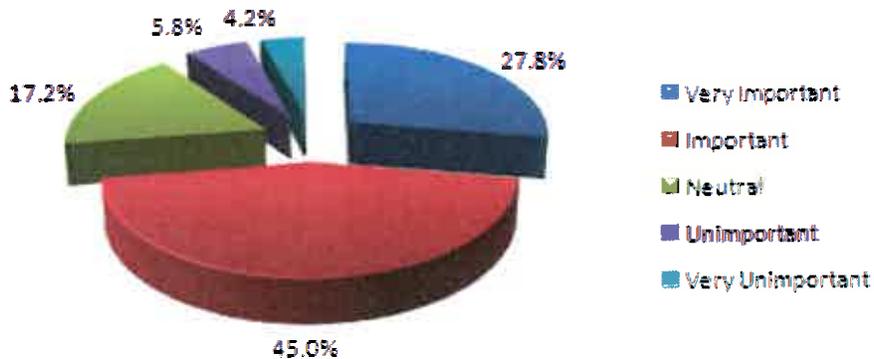
Respondents felt it was important to them and their family to expand educational offerings at 45%. 32.9% were neutral on this priority, and 22.2% felt that it was unimportant to expand educational offerings within the Village.

Improve Existing Parks/Facilities



49.3% of respondents felt it was very important or important to improve existing parks/facilities within the Village. 29.6% were neutral, and 21% felt it was unimportant to improve existing parks and facilities.

Maintain Existing Recreation Services



72.8% of respondents agreed that it is very important or important to maintain existing recreation services. 17.2% were neutral on this priority, and 10% felt it was unimportant.

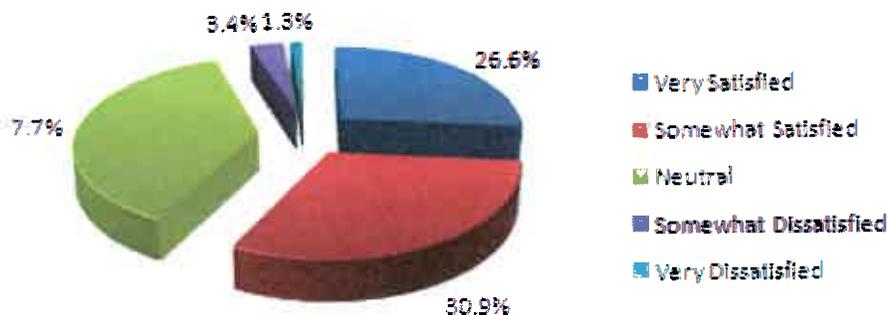
Respondents clearly felt that Village priorities that were important to them and their family dealt with the expansion of current program offerings, improving existing facilities, and maintaining existing recreation services. It is better to improve upon what the Village currently has rather than to build new facilities or acquire more parkland.

Parks & Recreation

Respondents were asked a series of questions that asked about their satisfaction, how familiar and through which types of media they hear about the Village of Willowbrook Parks and Recreation Department.

Question 3 asked respondents their level of satisfaction with Parks and recreation within the Village.

Satisfaction with the Parks & Recreation in the Village

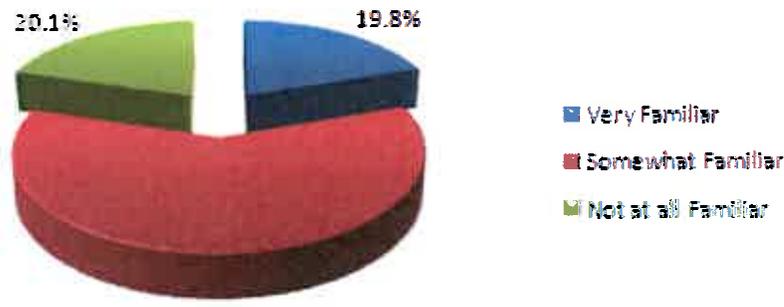


57.5% of respondents were very satisfied or somewhat satisfied with parks and recreation within the Village. 37.7% were neutral on this question, and 4.5% were somewhat dissatisfied or very dissatisfied with parks and recreation within the Village.

2013-2017 Comprehensive Park & Recreation Master Plan

The first question of the survey asked respondents how familiar they were with the Parks and Recreation Department.

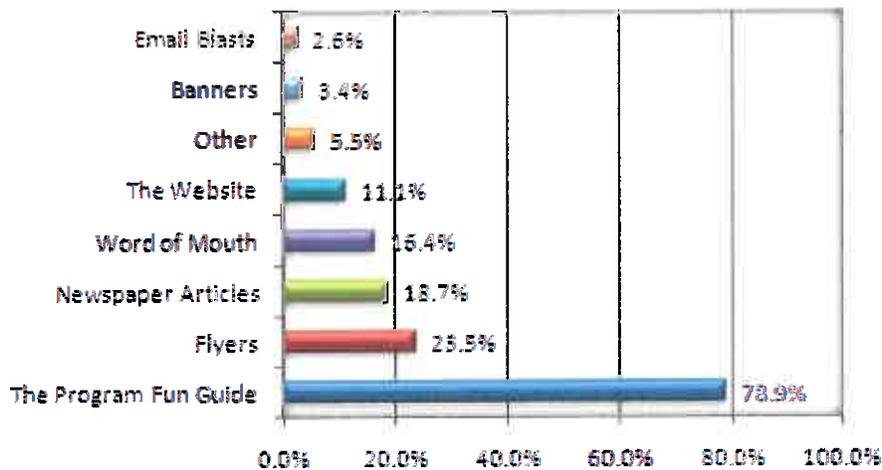
Familiarity with the Parks & Recreation Department



79.9% of respondents were very familiar or somewhat familiar with the Parks and Recreation Department. Only 20.1% were not at all familiar with the department.

Question 2 then asked through what media do respondents hear about parks and recreation with the Village.

Media



The majority of respondents hear about parks and recreation through the Program Fun Guide at 78.9%. Next respondents hear about parks and recreation through flyers and newspaper articles at 23.5% and 18.7% respectively. Other ways respondents heard about parks and recreation was through the school, library, and Village mailer. Other forms of media that respondents heard about parks and recreation have been listed within the Appendix.

Open-Ended Comments

At the end of the survey, respondents were provided the opportunity to offer general comments they thought would be helpful to the Village of Willowbrook in regards to Parks and Recreation. Themes could be formulated based on the comments respondents had for this question. They are:

- Expand recreation program offerings
- Parks look good
- A lot of noise generated from Borse Memorial Park
- Allow dogs in the parks
- Better publicity on activities

The complete list of un-edited responses are included in the appendix of this report.

Recreation Programming Analysis

The ability to provide a comparison of other governmental agencies performance indicators is an effective tool to benchmark the agency's overall well being. The table below illustrates these findings. The Burr Ridge Park District is a key partner of the Village of Willowbrook. The data was requested from each agency and it is responsible for the accuracy and content. A few items that should be noted when compared;

- Willowbrook has the lowest tax rate of all agencies compared.
- Willowbrook is favorable to other agencies of similar size for park acreage.
- Willowbrook does not have a full time recreation programmer as compared to other providers.
- Willowbrook provides a similar amount of special events as compared to other agencies.
- Willowbrook is the only agency sampled that does not have a community center.
- Willowbrook spends \$40 per person per year to provide parks and recreation services. This is significantly less than any other agencies compared.

Category	Village of Willard	Population	Change in Population 2000-2010	Median Value of Owner-Occupied Housing Units 2006-2010	Median Household Income 2006-2010	People in Poverty 2006-2010	ENV for Community Current Tax Rate for Agency	Number of Non-Profit Recreation Service Providers in your Town	Type of Non-Profit Recreation Service Providers in your Town	Number of For-Profit Recreation Providers in your Town	Type of For-Profit Recreation Service Providers in your Town	Number of Indoor Recreation Facilities in your Agency	Number of Aquatic Facilities (Indoor & Outdoor) in your Agency	Type and Year Built of all Indoor Recreation & Aquatic Facilities in your Agency	Number of Outdoor Parks in your Agency	Total Acreage of Outdoor Park Space in your Agency	Number of Recreation Programs for Youth	Number of Recreation Programs for Teens	Number of Recreation Programs for Adults	Number of Recreation Programs for Seniors	Number of Recreation Programs for Sports	Number of Recreation Programs for Aquatics	Number of Recreation Programs for Camps	Number of Recreation Programs for Outdoor Environmental Education	Number of Recreation Programs for Special Events	Does your Agency offer a Before/After School Program?	Does your Agency offer a Pre-School Program?	Number of Full-Time Programmers	Number of Part-Time/Seasonal Programmers	Type of Core Recreational Programs	Annual Total Budget	Total Expenditures per Capita
2010 Population	8,540	10,559	23.5%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
2000 Population	6,900	10,478	50.8%	N/A	\$31,832	5.20%	\$0.0135	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Change in Population 2000-2010	1,640%	1.43%	-4.04%	\$280,119	\$43,000	2.50%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Median Value of Owner-Occupied Housing Units 2006-2010	\$280,119	\$76,700	313.5%	\$280,119	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Median Household Income 2006-2010	\$60,372	\$143,689	238.2%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
People in Poverty 2006-2010	5,20%	7.70%	48.1%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
ENV for Community Current Tax Rate for Agency	\$0.0135	\$0.1895	13.3%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Non-Profit Recreation Service Providers in your Town	1	8	700%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Type of Non-Profit Recreation Service Providers in your Town	Elementary School	Youth recreational and travel baseball, soccer, lacrosse, track and field, school sports, field day activities, school outdoor education and scouting programs	N/A	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of For-Profit Recreation Providers in your Town	3	0	N/A	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Type of For-Profit Recreation Service Providers in your Town	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	N/A	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Indoor Recreation Facilities in your Agency	1	1	100%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Aquatic Facilities (Indoor & Outdoor) in your Agency	0	1	100%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Type and Year Built of all Indoor Recreation & Aquatic Facilities in your Agency	Village Hall	Community Center-2005	Community Center-1963, Indoor Pool-1996	Community Center-1971, Addition 1993 (11,300 SF)	Community Center-2004, Sportsplex - 1991	Multi-purpose 2006	Indoor aquatics, fitness and gymnastics-2009, Indoor (Gymnastics, preschool and administrative)-1980s	Gym Built in 2008-Attached to Elementary School	Community Center-1978																							
Number of Outdoor Parks in your Agency	10	12	20%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Total Acreage of Outdoor Park Space in your Agency	56.04	79	41%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Recreation Programs for Youth	14	990 (Total for all programs)	7071%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Recreation Programs for Teens	13	25	92%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Recreation Programs for Adults	15	74	493%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Recreation Programs for Seniors	10	37	270%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Recreation Programs for Sports	3	71	2367%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Recreation Programs for Aquatics	0	88	N/A	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Recreation Programs for Camps	0	8	N/A	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Recreation Programs for Outdoor Environmental Education	0	3	N/A	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Number of Recreation Programs for Special Events	20	37	85%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40	
Does your Agency offer a Before/After School Program?	No	No	0%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	0	20	No	No	0	0	Karate, Yoga & Pilates	\$333,649	\$40
Does your Agency offer a Pre-School Program?	No	Yes	0%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	0	20	No	Yes	0	0	Karate, Yoga & Pilates	\$333,649	\$40
Number of Full-Time Programmers	0	2	N/A	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	0	20	No	Yes	0	0	Karate, Yoga & Pilates	\$333,649	\$40
Number of Part-Time/Seasonal Programmers	0	NA	N/A	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	0	20	No	Yes	0	0	Karate, Yoga & Pilates	\$333,649	\$40
Type of Core Recreational Programs	Karate, Yoga & Pilates	Aquatics, Athletics, Fitness & Early Childhood Programs	Dodgeball, Basketball, Pre-school & After School Program	Sports, Fitness, General Interest, Arts/Crafts, Music, Dance, Camps, Pre-school & After School	Arts, Sports, Fitness & General Programs	Gymnastics, Dime, Day Camp, Preschool, Youth Care at 2 Elementary School Sites	Multi-purpose 2006	Indoor aquatics, fitness and gymnastics-2009, Indoor (Gymnastics, preschool and administrative)-1980s	Community Center-1978																							
Annual Total Budget	\$333,649	\$1,860,000	557.6%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	0	20	No	Yes	0	0	Karate, Yoga & Pilates	\$333,649	\$40
Total Expenditures per Capita	\$40	\$176	440%	\$76,700	\$33,832	7.70%	\$0.1895	1	Elementary School	3	Cardinal Fitness, Life Time Fitness, Willowbrook Athletic Club	1	0	Village Hall	10	56.04	14	13	15	10	0	0	0	0	20	No	Yes	0	0	Karate, Yoga & Pilates	\$333,649	\$40

Recreation Programming Review

The need to develop programs based on community demographics and the understanding of how that impacts leisure services delivery is extremely important. The Village of Willowbrook has stressed from the beginning of the master planning process to meet the leisure service needs of the community and seek improvement in this area. The feedback from the survey also demonstrates the need to move into this new direction. A notion of keeping the partnership relationship with Burr Ridge and other agencies for expanded programming for Village residents is important. However, in addition to those relationships, an objective in terms of programming is to offer leisure services that residents seek within the Village first before looking to outside agencies. This approach will trigger a branding & marketing campaign that is unique to the needs of the community. The data from the survey points to opportunities to improve familiarity and satisfaction of parks and recreation services. The plan will illustrate this point; including a sample layout of a new look brochure.

A few observations after reviewing three years of program data include;

- More programming was offered in the year 2012. (Nearly 3 times as much as compared to 2010)
- Co-Rec Softball league is holding steady at 13 to 14 teams a season.
- Martial arts are very popular.
- Yoga and Pilates are very popular.
- The Easter Egg Hunt is well attended as a special event.
- Movie night is popular.
- Soccer and the fishing derby appear to be losing support.
- New recreation programs should be coordinated with future capital improvements.
- Recreation programs do not utilize the outdoor park space to its fullest capacity.

The Parks & Recreation Department needs to offer progressive, exciting and demographic appropriate programs. The following compliment of programs and/or activities that could be appropriate for the Willowbrook community;

Sports

- Adult & Co-ED leagues
- Camps & Clinics
- Indoor & Outdoor Leisure Drop In Opportunities

Wellness

- Topic Centered Classes
- Individual Self-Guided & Internet Based
- Educational

- Outdoor Fitness

Special Events

- Concerts
- Markets
- Food Centered Festivals
- Cultural Arts
- Culinary

Stewardship

- Outdoor agriculture
- Environmental education

Youth

- Before/After School
- Camps
- Pre-school
- Pre-teens
- Adventure Recreation

Seniors

- Fitness Clubs
- Trips
- Life Enrichment

Adult Life Enrichment

- Personal Growth & Development

Special Needs

So, what would this look like for a year's worth of programming? It would need to be marketed and branded with a successful roll-out campaign. In terms of programming lifecycle aspects, 70% of the programs should be in an introduction and growth mode and 30% should be in the mature or declining stage.

Customer migration for leisure services has historically been happening from the Village of Willowbrook Parks & Recreation Department. The biggest reason for the migration is the Village does not offer them. Since updated facilities will not be able to match a new recreation program roll-out, programs with creative space arrangements will need to lead the charge to increase use.

Park Inventory & Analysis

The Village of Willowbrook's existing park system is depicted in this section. The system is composed of park sites of various sizes and uses, and undeveloped property.

The service area for the Village has been broken down into six individual zones. Each service area has been defined based on geography and utilizing infrastructure as the defined boundaries. As shown in the Level of Service Map later in this report, most of the areas are serviced by parks within the Village. However, there are a few service areas that are lacking parks to support the neighboring residents of that area.

2013-2017 Comprehensive Park & Recreation Master Plan

Village of Willowbrook: Parks & Recreation Department																								
Park Matrix	Park Amenities																							
Park Name	Acres	Classification	Playgrounds	Basketball Courts	Soccer Fields	T-Ball Fields	Baseball Fields	Softball Fields	Backstop	Multi-Purpose Fields	Football Fields	Tennis Courts	Ice Rinks	Trails	Sand Volleyball Courts	Sled Hill	Swimming	Skate Park	Park Shelter	Parking Lot	Restroom Facilities	Ponds & Basins	Open Space	Building
Creekside Park	10.18	NP	1	1				1	1					1									1	
Farmingdale Terrace Park	3.02	NP	1	1										1									1	
Lake Hinsdale Park	1	NP	1						1														1	
Midway Park	2.14	NP			1																		1	
Prairie Trail Park	7.3	NP	1											1									1	
Ridgemoor Park	5.4	NP	1											1									1	
Rogers Glen Park	1.38	OS																					1	
Tony & Florence Borse Park	17.17	CP	1	1				1						1	1				1	1	1	1	1	1
Waterford Park	4.28	NP	1					1	1						1								1	
Willow Pond	4.17	NP	1												1								1	
Total	56.04		8	3	1	0	0	3	3	0	0	1	0	6	2	0	0	0	2	2	1	5	8	1

Key	
CP = Community Park	
NP = Neighborhood Park	
OS = Open Space	

Park Name: Creekside Park

Park Location: 64th & Madison St.

Park Size: 10.18 Acres

Park Type: Neighborhood Park

Park Amenities:

- Basketball Courts
- Open Space
- Playground
- Softball Field
- Trails



Park Name: Farmingdale Terrace Park

Park Location: 415 Honey Locust Ln.

Park Size: 3.02 Acres

Park Type: Neighborhood Park

Park Amenities:

- Basketball Courts
- Open Space
- Picnic Tables
- Playground
- Trails



Park Name: Lake Hinsdale Park

Park Location: Lake Hinsdale Dr. & 63 St.

Park Size: 1.0 Acres

Park Type: Neighborhood Park

Park Amenities:

- Backstop
- Open Space
- Picnic Tables
- Playground



Park Name: Midway Park

Park Location: 209 Midway Dr.

Park Size: 2.14 Acres

Park Type: Neighborhood Park

Park Amenities:

- Open Space
- Soccer Fields



Park Name: Prairie Trail Park

Park Location: 59th St. & Clarendon Hills Rd.

Park Size: 7.3 Acres

Park Type: Neighborhood Park

Park Amenities:

- Drinking Fountains
- Open Space
- Picnic Tables
- Playground
- Pond
- Trails



Park Name: Ridgemoor Park

Park Location: 65th St. & Quincy St.

Park Size: 5.4 Acres

Park Type: Neighborhood Park

Park Amenities:

- Open Space
- Playground
- Pond & Creek
- Trails



Park Name: Roger's Glen Park

Park Location: 63rd St. & Garfield Ave.

Park Size: 1.38 Acres

Park Type: Open Space

Park Amenities:

- Open Space



Park Name: Tony & Florence Borse
Memorial Community Park

Park Location: 208 Midway Dr.

Park Size: 17.17 Acres

Park Type: Community Park

Park Amenities:

- Basketball Courts
- Lighted Softball Fields
- Open Space
- Park Shelter
- Park Support Building
- Parking Lot
- Playground
- Pond
- Restroom Facilities
- Sand Volleyball Courts
- Trails



Park Name: Waterford Park

Park Location: 6612 Rodgers Dr.

Park Size: 4.28 Acres

Park Type: Neighborhood Park

Park Amenities:

- Playground
- Sand Volleyball Court
- Softball Field
- Tennis Courts



Park Name: Willow Pond

Park Location: Plainfield Rd. & Adams St.

Park Size: 4.17 Acres

Park Type: Neighborhood Park

Park Amenities:

- Drinking Fountain
- Overlook
- Park Shelter
- Parking Lot
- Playground
- Pond
- Trails



Parks & Open Space Standards

It is a common practice in the development of a Comprehensive Park & Recreation Master Plan to explore the comparison of the agency's existing outdoor recreation area features and total land acres versus national and state wide recreation standards. These standards have become less relevant over the years and in many older, built out communities, not feasible to obtain. The basis of needs development for obtaining park acreage and/or new and improved outdoor park features is first and foremost developed by data gathering from community surveys, public meetings, special interest groups and any other type of constructive input vehicle to provide a reasonable basis for planning. If the need is to secure additional park land based on significant level of service deficiencies or the need to gather new park land to meet the programming needs from the current data and the land acquisition is financially feasible, then the agency should explore acquiring the needed asset.

The National Recreation and Park Association (NRPA) developed standards that have not been updated recently and within current planning circles there has been discussion about moving away from standards such as those used from NRPA due to wide range of variety in local needs and availability of suitable land for both open space preservation and the development of park and recreational facilities. The need to understand local conditions and those preferences are becoming more important to planning studies than arbitrary standards.

This becomes very apparent when discussing the average target of providing 10 acres of park land per 1,000 residents. The Village has approximately 8,500 residents. So, the Village would need to provide 85 acres of park and open space to meet that standard. The current acreage for the Village is 56 acres. This puts the Village 29 acres short of that standard. There is not enough open space within its political boundary that has a significant acreage to meet that standard. As you can see, the goal of obtaining 10 acres per 1,000 residents is unrealistic and its resources could be put to better use in terms of making the current park spaces it does have more effective with re-development opportunities. An adopted standard of 8 acres per 1,000 residents would align better with the current acreage and place the open space needs at 12 acres based on the current population. The Village should explore this issue and adopt an appropriate standard that reflects an established land locked community with little opportunities to add significant open space.

2013-2017 Comprehensive Park & Recreation Master Plan

An additional component would be to explore the level of service areas that the Village currently provides. The park and recreation service areas as defined by the Village Comprehensive Plan prepared in 1992 lists six (6) dedicated service areas. The following table illustrates the findings of this level of analysis.

Service Area	Existing Park Acreage	Park Acreage Needed
1	0	11 (CP)
2	8.3	0
3	25.4	0
4	0	1 (NP)
5	22.3	0

2013-2017 Comprehensive Park & Recreation Master Plan

A more relevant conversation to review how the Village stacks up in any standards department would be to review facilities against the Illinois Department of Natural Resources Statewide Comprehensive Outdoor Recreation Plan (SCORP). This document was updated in 2009 and is used to provide guidance for many units of government in planning open space preservation and development within the state. These numbers are statewide averages and reflect existing situations at a given point in time and are not a typical standard target to be achieved. They do however allow local units of government to see how they compare to other communities. Using the SCORP data, the following have been calculated for the Village.

Facility	Statewide Average	Village of Willowbrook
Fishing Piers/Docks	1 per 25,000	1 per 8,500
Aquatic Center/Pool	1 per 35,000	None
Spray Grounds	1 per 34,000	None
Trails	1 mile per 6,000	1 mile per ?
Bike Trails	1 mile per 9,000	None
Nature Trails	1 mile per 18,000	None
Basketball Court	1 per 4,000	1 per 2,800
Baseball Fields 1 per 4,000	1 per 2,800	
Softball Fields 1 per 7,000	1 per 2,800	
Skate Parks	1 per 61,000	None
Soccer Fields 1 per 6,000	1 per 8,500	
Football Fields 1 per 18,000	1 per 8,500	
18-Hole Golf Courses 1 per 123,000	None	
9-Hole Golf Courses 1 per 192,000	None	
Frisbee Golf Courses	1 per 124,000	None
Picnic Shelters 1 per 5,000	1 per 4,250	
Playgrounds 1 per 2,500	1 per 1,065	
Dog Parks	1 per 134,000	None

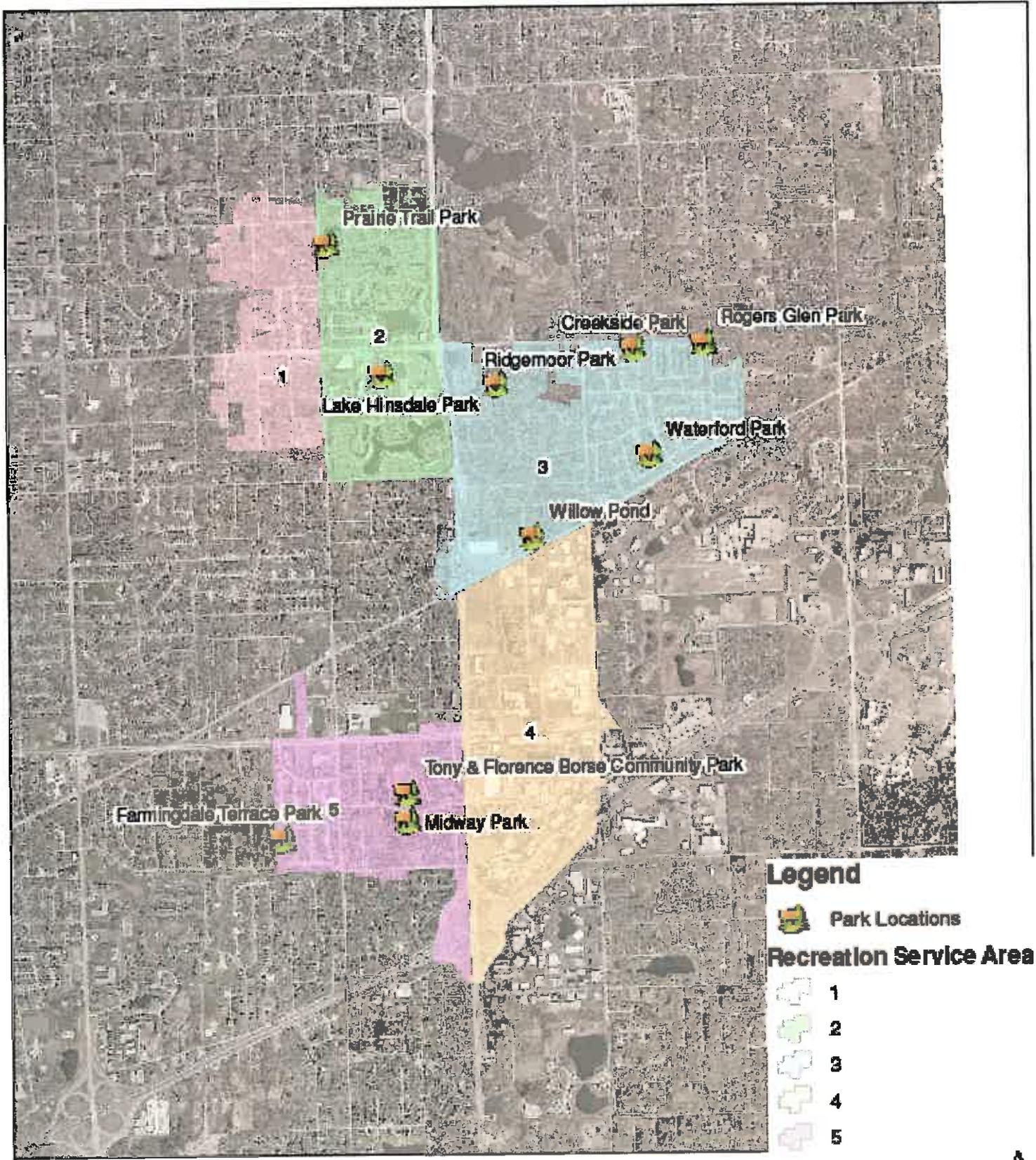
In terms of recreation features found within the Park District system, it has adequate coverage in many areas for traditional staples of park elements. It is lacking in many new park features such as spray grounds and dog parks. The plan does discuss these features in the capital planning section of this Comprehensive Park and Recreation Master Plan.

Equality Mapping/Service Area Analysis

When viewing the Village's parks and facilities system as a whole, it is important to understand how these different facilities service the residents of Willowbrook. The first map locates all existing parks owned by the Village of Willowbrook within the Village. The next map shows the level of service within the Village that portrays how each park service's the nearby households, residents of the Village, and the associated recreation service areas. The last map, based off gaps of service from parks and associated recreation service areas, show potential general locations that parks sites could be acquired at a future date, when available, to service those areas.

When looking at park service areas, there a classifications used to rank parks based off of amenities and size, the following are standards for each classification type. A community park has a service radius of 2 miles. This is typically a larger park with several different amenities that draws residents into the park from residents within the Village and surrounding areas. On the other hand, a neighborhood park has a service radius of 1 mile. These medium sized parks service surrounding homes that allow patrons to walk to and utilize within their neighborhood.

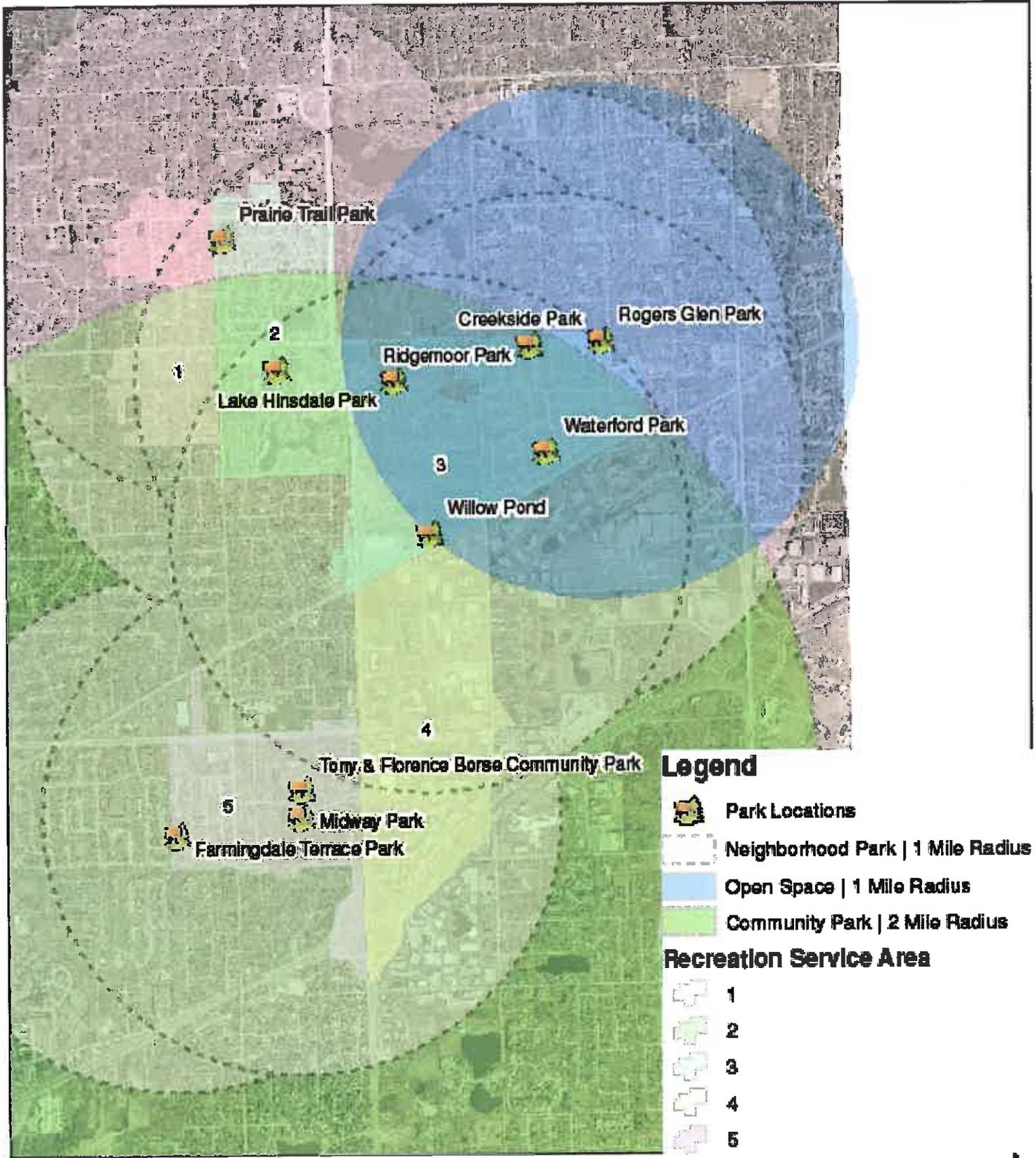
Existing Facilities Location



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Parks & Recreation Dept.



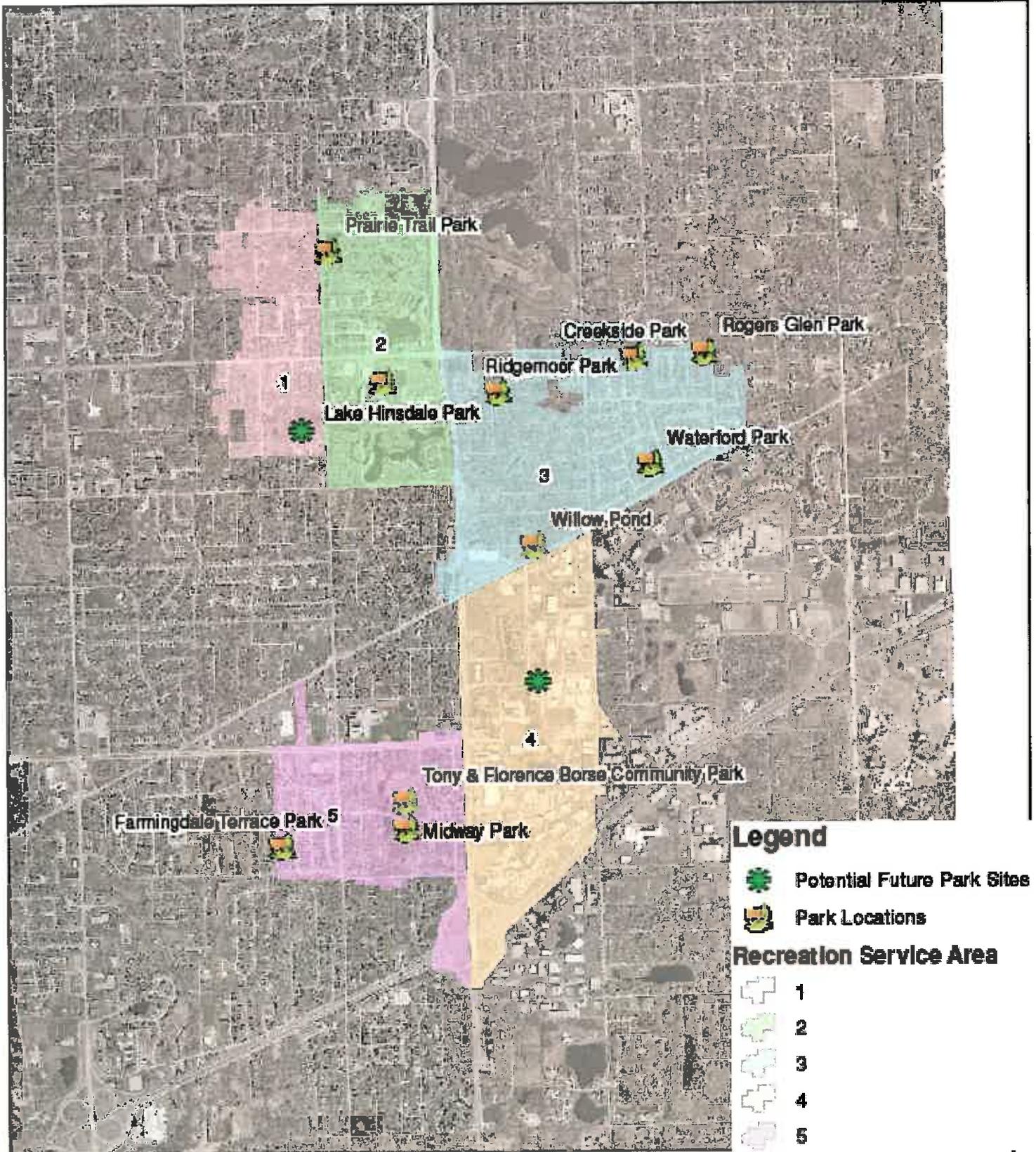
Level of Service



Prepared for:
The Village of Willowbrook
Parks & Recreation Dept.



Potential Park Site Locations



Prepared for:
The Village of Willowbrook
Parks & Recreation Dept.

Design Republic
landscape architects



Conceptual Park & Facility Planning

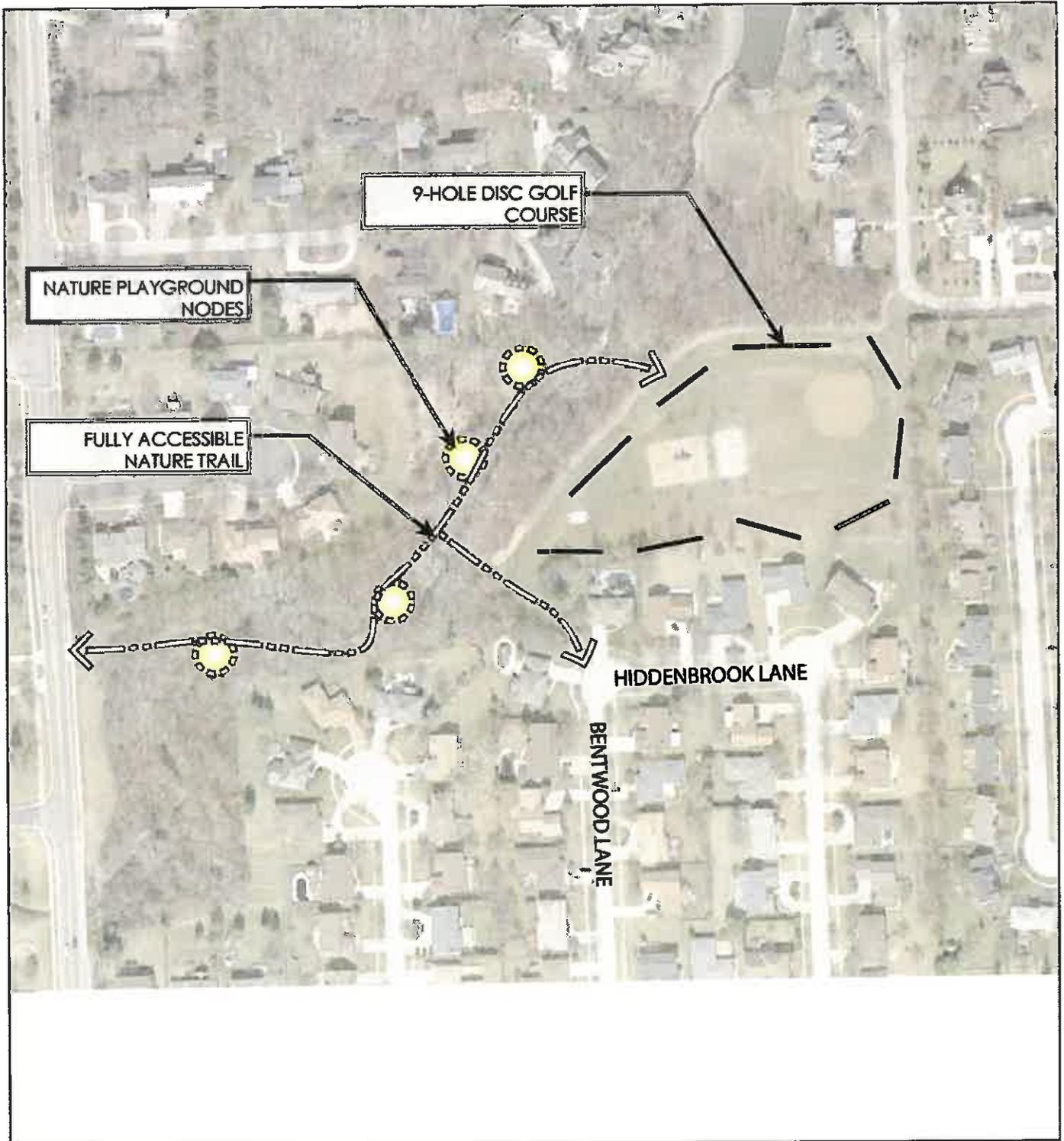
Conceptual park & facility planning is developed through existing conditions inventory, current amenities analysis and the recreational needs of the residents to further develop each site. These plans are conceptual in nature, and are not to be interpreted as the final design for each site. Based upon the inventory and analysis, these ideas give how a site can be improved for the benefit of the Village.

The different conceptual plans on the following pages range from major improvements to parks/facilities to no recommended improvements to a site at this point in time. An in-depth look into the capital planning and priorities for each of these conceptual designs can be found in the following section 'Capital Improvement Planning'.

Connections throughout the parks systems is an important aspect. It allows users to visit each site easily without the use of vehicular transportation. Dedicated bike routes can easily be defined within the proposed routes by adding a 5 foot extension on the road shoulder for a dedicated bike lane, or widening a sidewalk to accommodate bike traffic. Residents will be able to safely visit a park. The routes shown are potential routes and are conceptual in nature, and are not the final routes.

Creekside Park

Concept Diagram



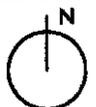
Prepared for: The
Village of Willowbrook
Willowbrook, Illinois

Design Associates
Landscape Architecture
2302 Douglas Avenue
Suite 140
Naperville, Illinois 60563
Telephone: (630) 430-3331
Fax: (630) 430-0330
www.designassociates.com

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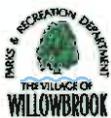
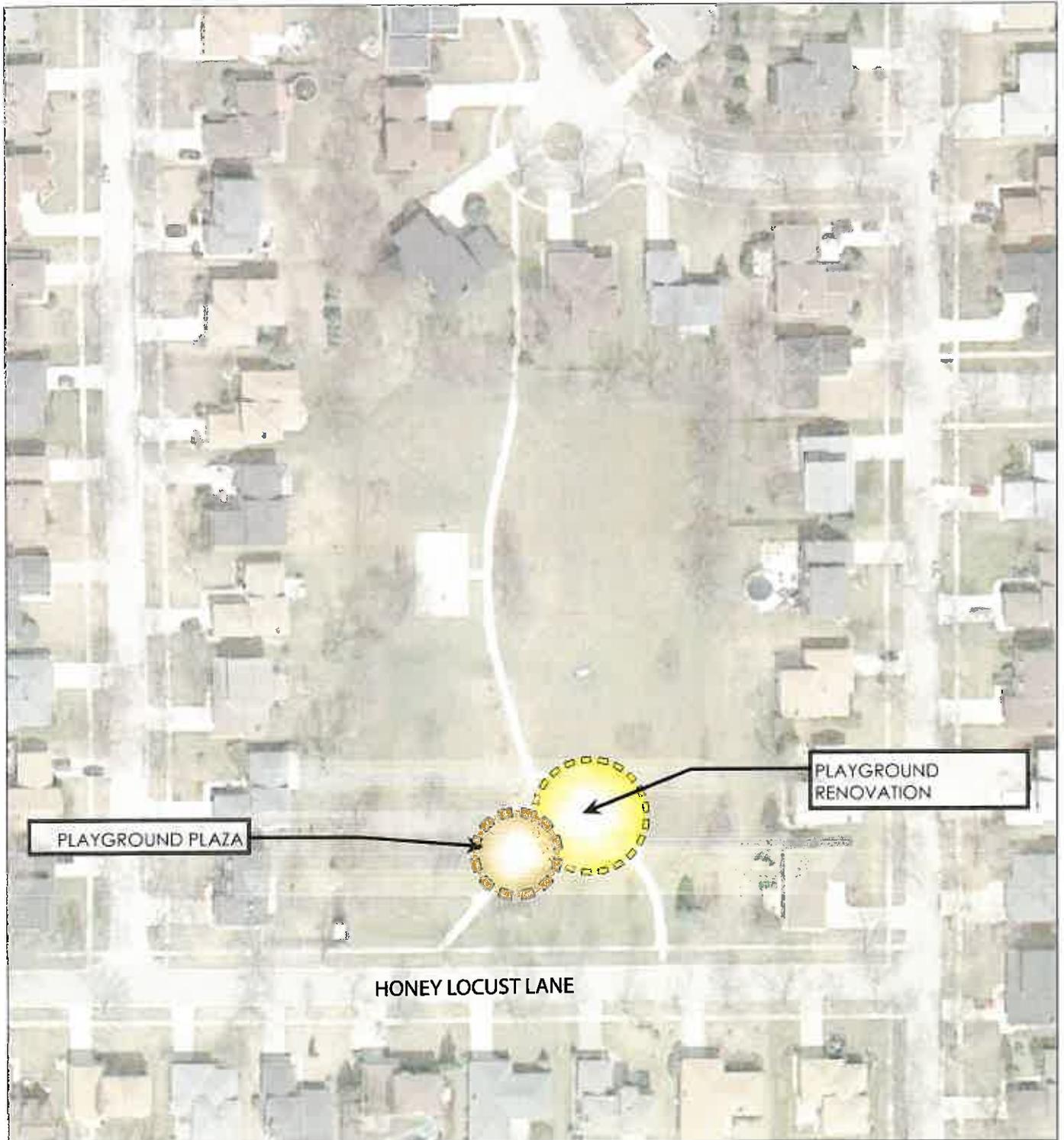


SCALE: 1" = 200'



Farmingdale Terrace Park

Concept Diagram



Prepared for: The
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Willowbrook, Illinois

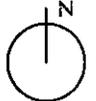
Design Alternatives
Specialty Design

1280 Congress Avenue
Suite 110
Naperville, Illinois 60563
Telephone: (630) 426-3134
Fax: (630) 426-3139
www.dadg-parkes.com

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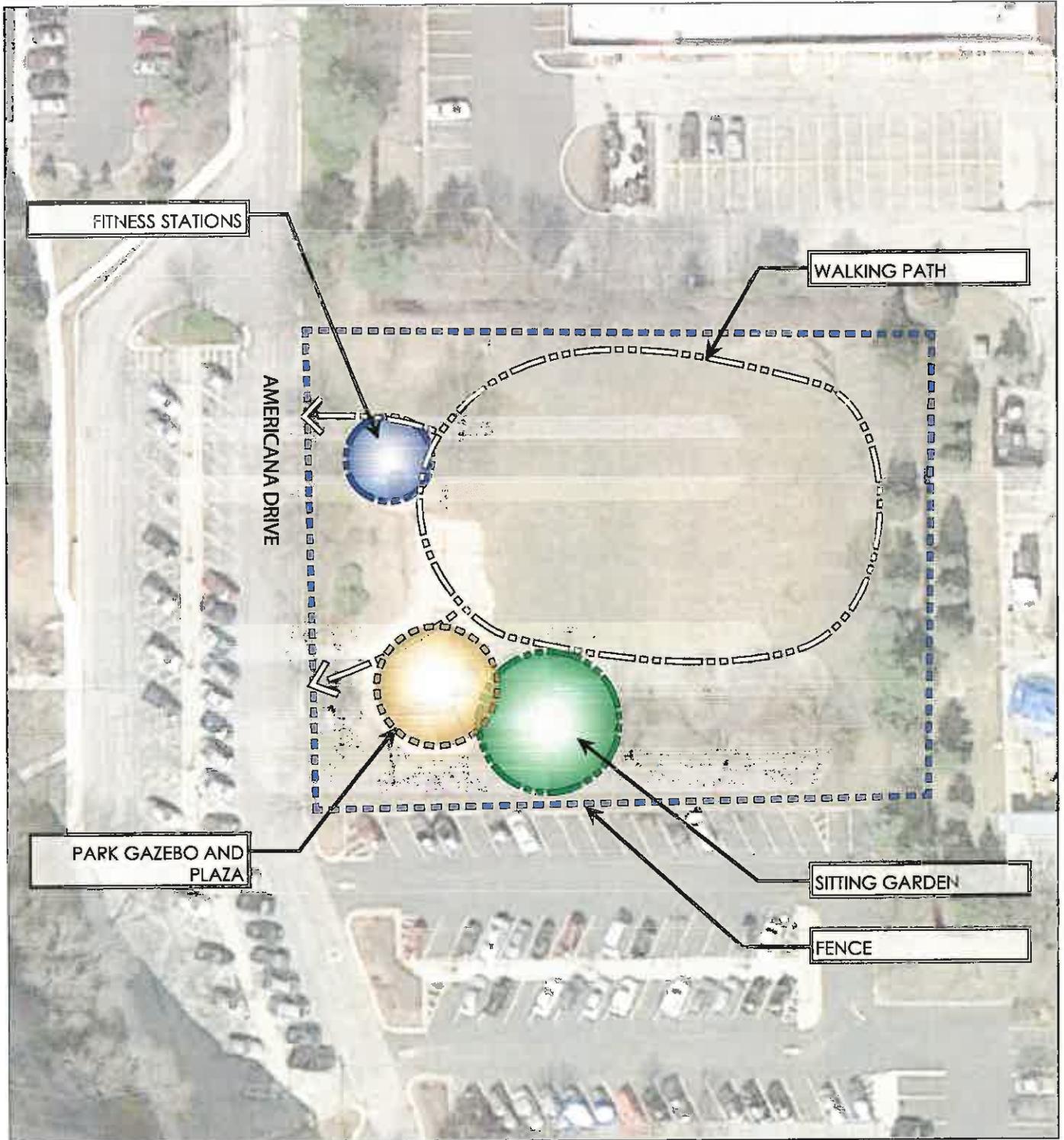


SCALE: 1" = 100'



Lake Hinsdale Park

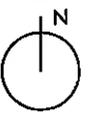
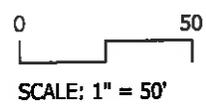
Concept Diagram



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Willowbrook, Illinois

Design Perspectives
Sustainable Design
1280 Grandview Avenue
Suite 410
Naperville, Illinois 60563
Telephone: (630) 426-3134
Fax: (630) 626-3139
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Midway Park

Concept Diagram



PARKING LOT

SMALL PARK SHELTER
W/ PICNIC TABLES



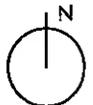
Prepared for: The
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Willowbrook, Illinois

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Aerial - 2013
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Suite 110
Beverly Hills, Illinois 60503
Telephone: (630) 428-3134
Fax: (630) 428-3134
www.designperspectives.net

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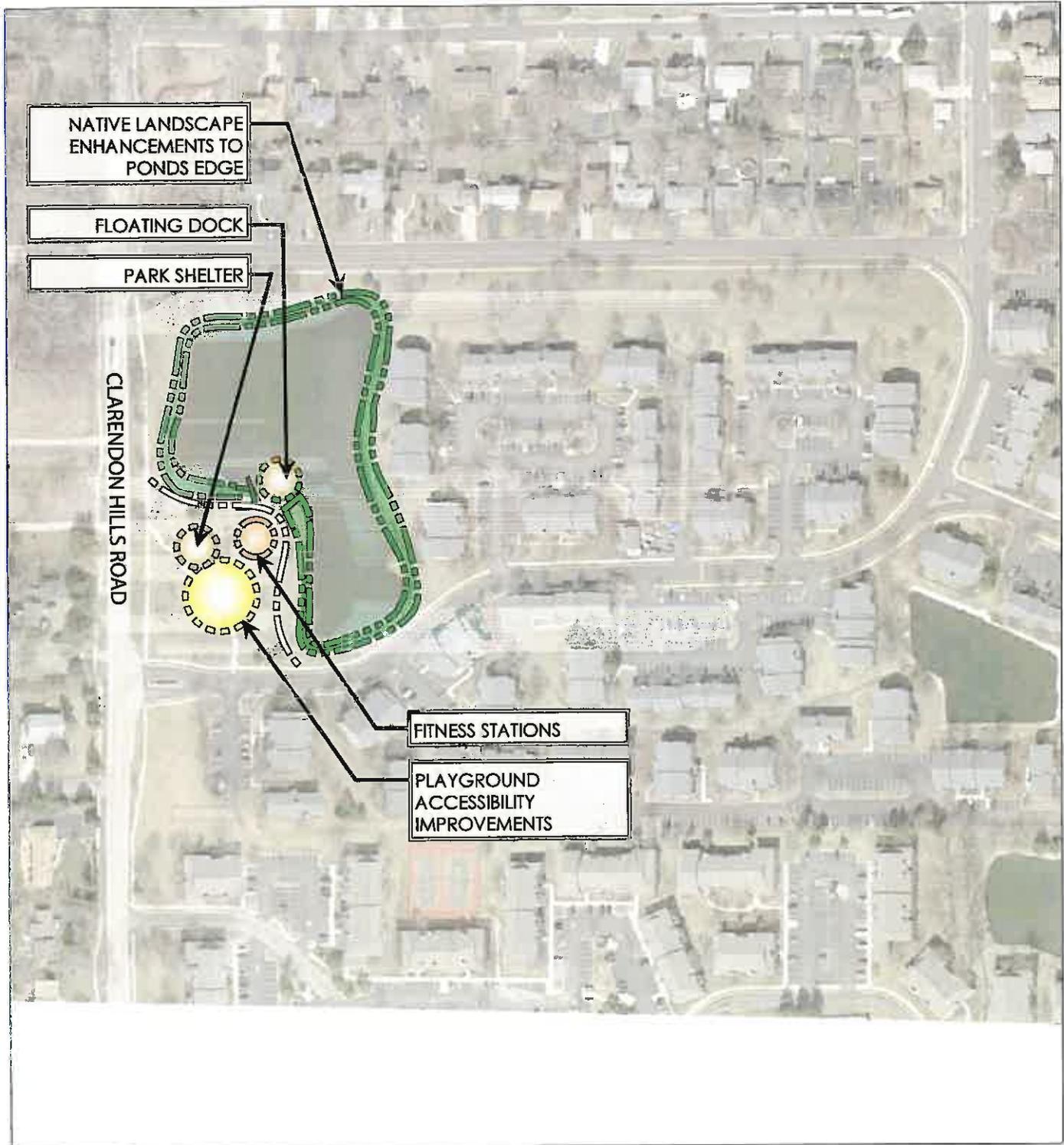


SCALE: 1" = 100'



Prairie Trail Park

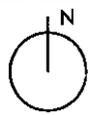
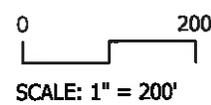
Concept Diagram



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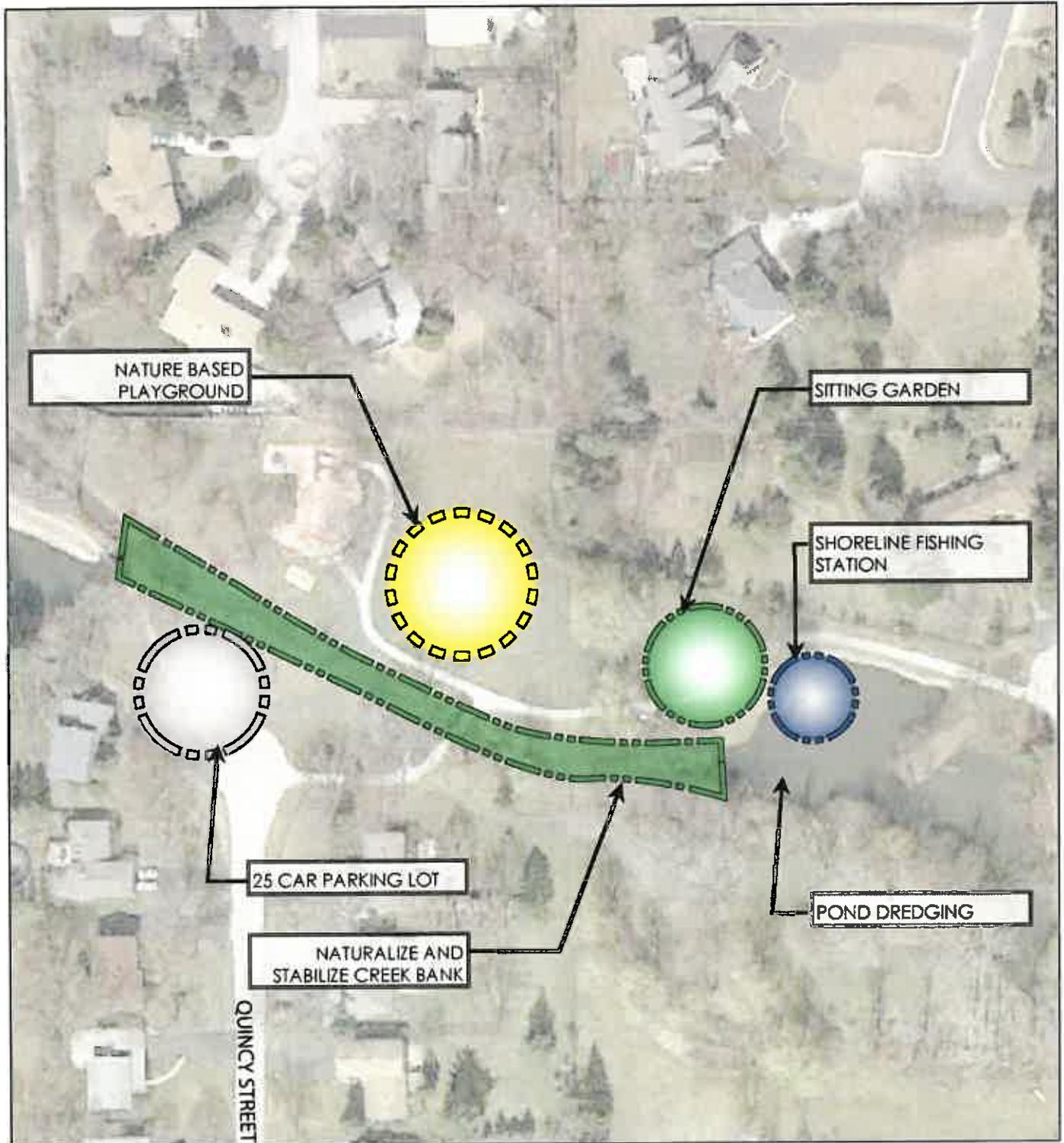


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Ridgemoor Park

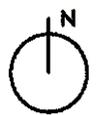
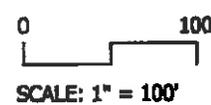
Concept Diagram



Prepared for: The Village of Willowbrook, Illinois

DESIGN PERSPECTIVES
Landscape Architecture
2200 South Parkland
Suite 100
Naperville, Illinois 60563
Telephone: (630) 439-2500
Fax: (630) 439-2520
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Roger's Glen Park

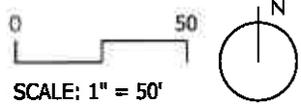
Concept Diagram



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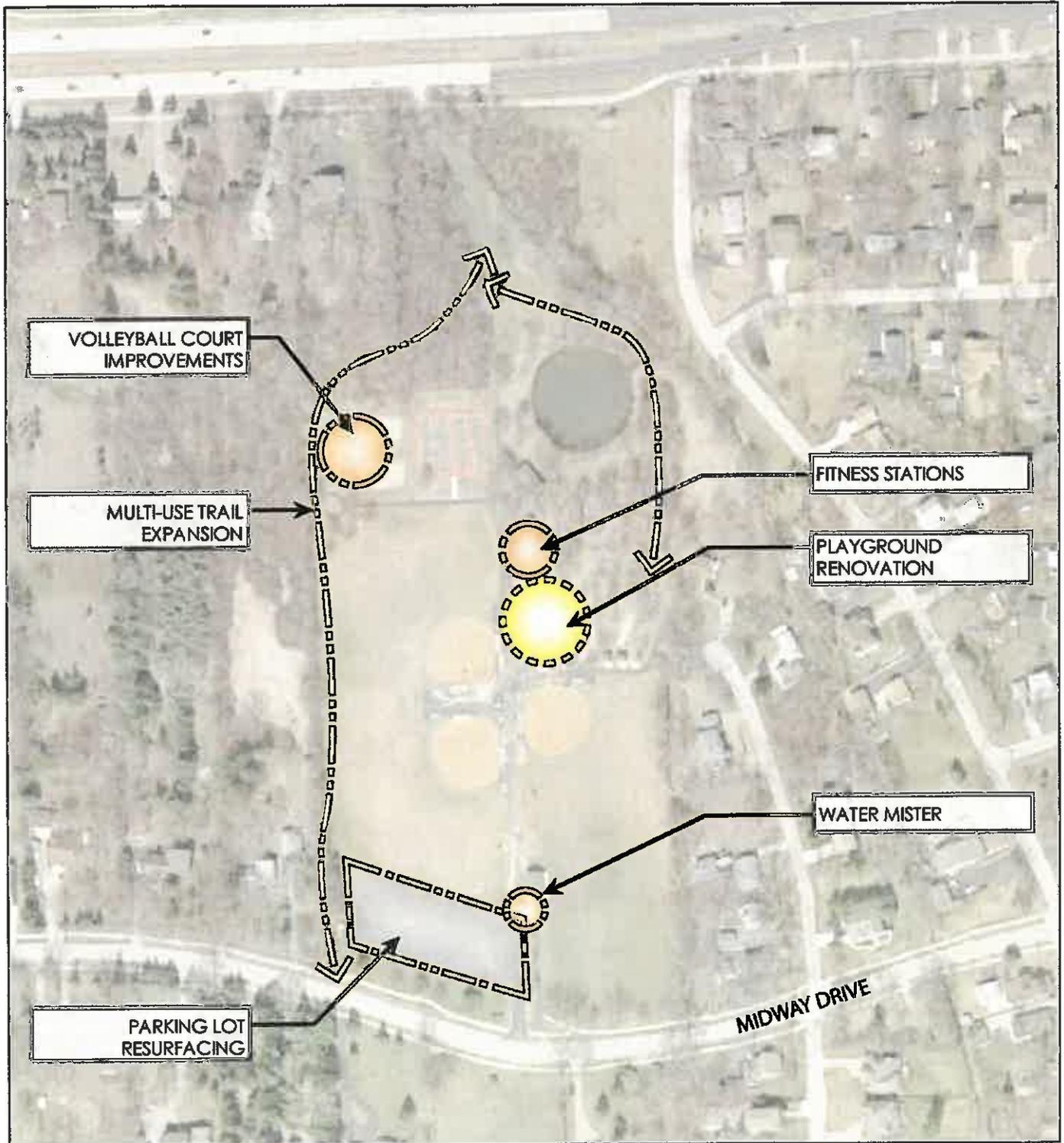
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1200 Trappala Avenue
Suite 110
Naperville, Illinois 60563
Telephone: (630) 428-3134
Fax: (630) 428-3158
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Tony & Florence Borse Memorial Community Park

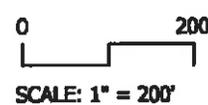
Concept Diagram



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Willowbrook, Illinois

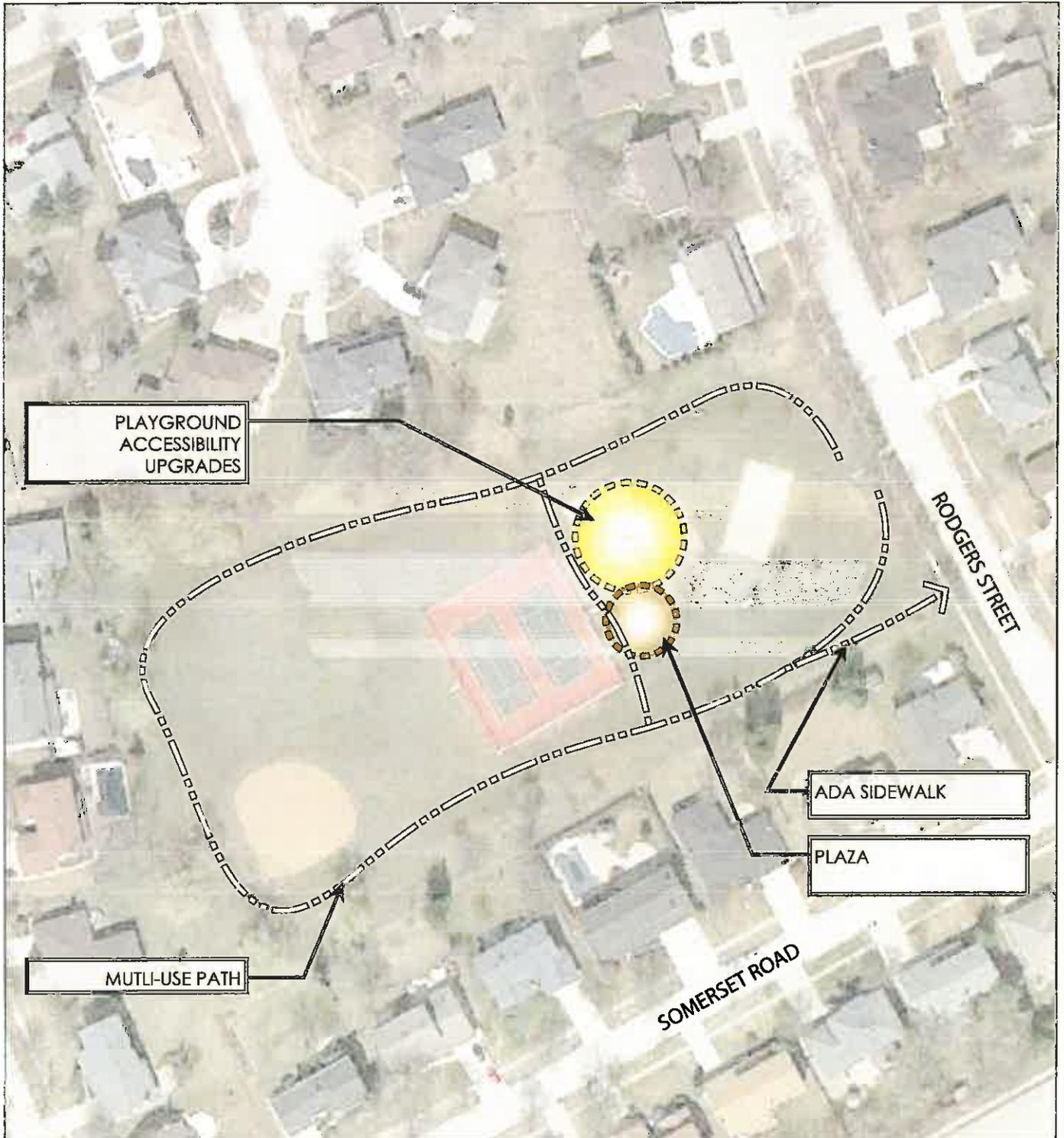
Design Perspectives
Consultants
2200 South Avenue
Suite 101
Naperville, IL 60563
Telephone: (630) 420-3034
Fax: (630) 420-3038
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Waterford Park

Concept Diagram



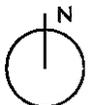
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LANDSCAPE ARCHITECTURE
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Suite 110
Itasca, Illinois 60143
Telephone: (800) 428-3134
Fax: (630) 428-2158
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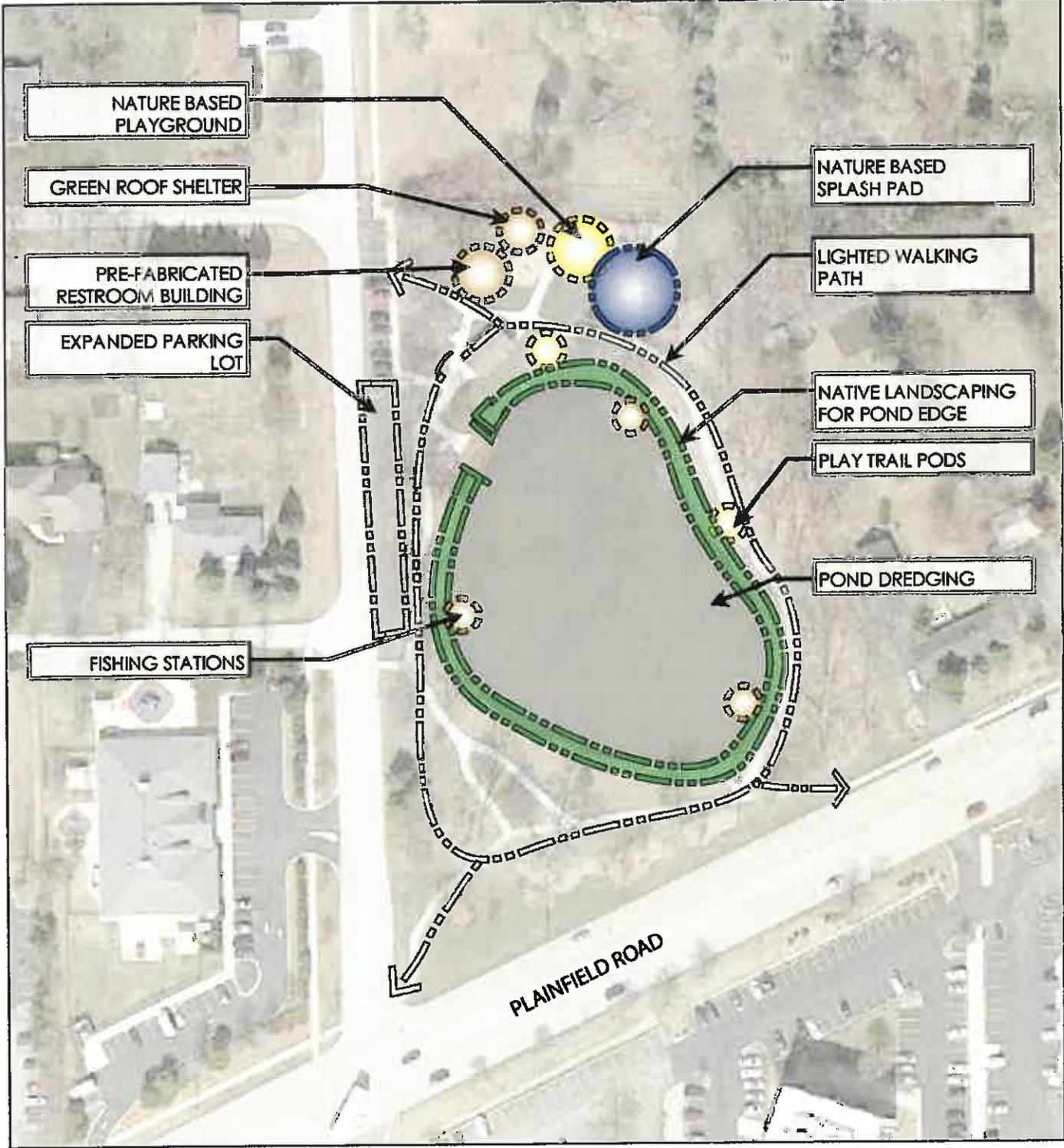


SCALE: 1" = 100'



Willow Pond

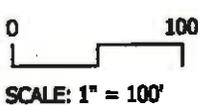
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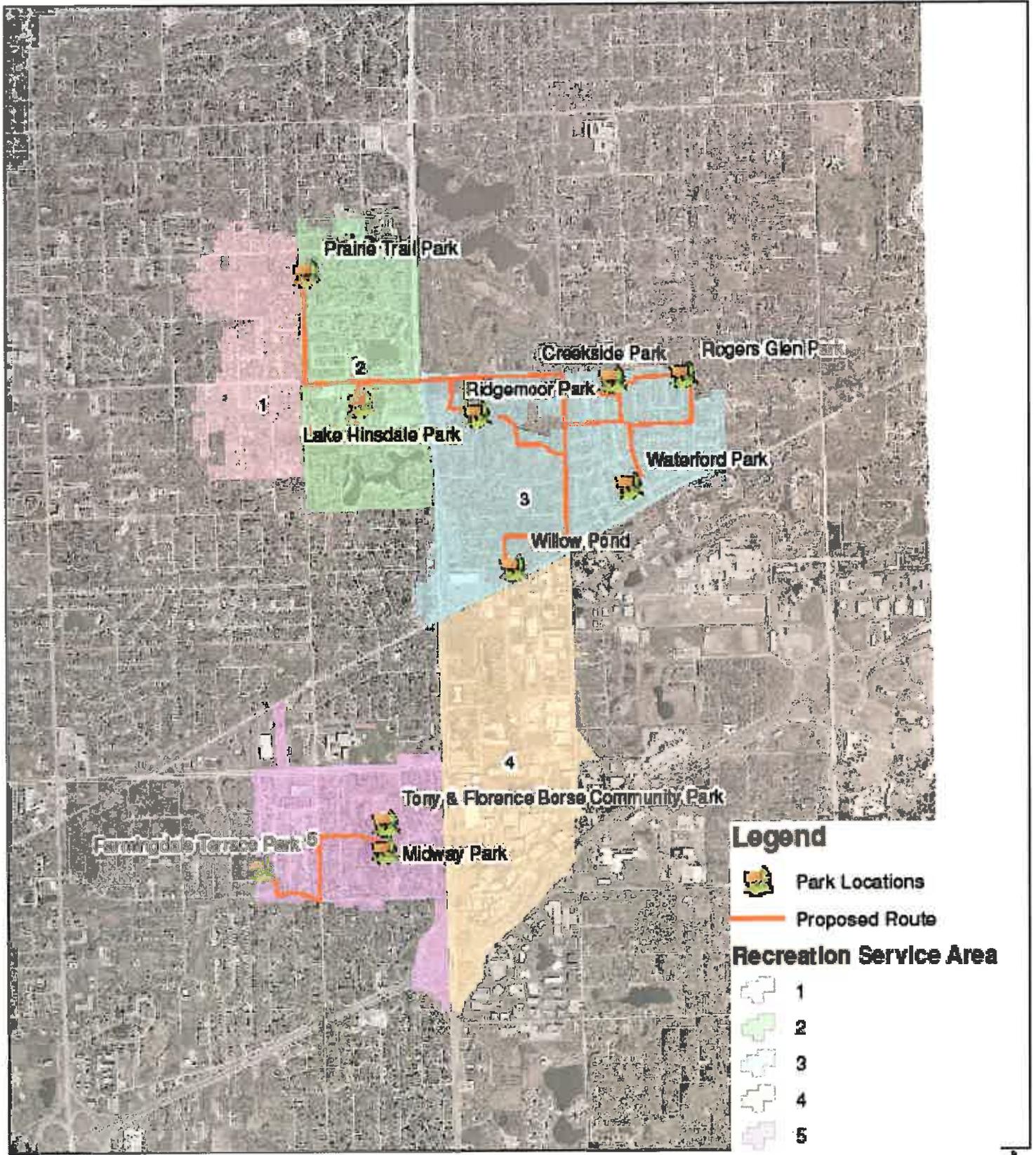
Prepared for: The
Village of Willowbrook
Willowbrook, Illinois

Design Perspectives
Landscape Architecture
2300 Duquesne Avenue
Suite 100
Naperville, Illinois 60563
Telephone: (630) 490-5434
Fax: (630) 490-5438
www.designperspectives.com

June 2013



Proposed Bike Routes



Prepared for:
The Village of Willowbrook
Parks & Recreation Dept.



Capital Improvement Planning

This section of the plan is intended to be a capital guide to be used by staff, commission members, elected officials and persons responsible for the planning, detail, design, and maintenance of the park improvements. All future improvement projects should be guided by these planning recommendations to insure that the park can achieve its fullest potential.

The list of potential projects is long, unfunded, and varied in degrees of complexity. To provide a systematic way of developing the priority list for capital spending, a Quality of Service (QOS) standard was developed to provide a unique direction and make sense of competing interest. The cost estimates are based on current cost estimating knowledge and can be higher or lower depending on future economic market conditions.

<i>Park</i>	<i>Facility Use</i>	<i>Cost</i>	<i>Level of Service</i>	<i>Impact</i>	<i>Score</i>
Borse Memorial Community Park	2	3	3	3	11
Willow Pond Park	3	3	2	3	11
Creekside Park	3	2	3	2	10
Ridgemoor Park	2	3	2	2	9
Prairie Trail Park	1	3	2	2	8
Waterford Park	3	1	2	2	8
Midway Park	3	1	2	1	7
Lake Hinsdale Park	2	1	1	2	6
Farmingdale Terrace Park	1	1	2	1	5
Rogers Glen Park	1	1	1	1	4
	1 - Low (8-10)	1 - Low (\$250,000 & Under)	1 - Low (Pocket Park)	1 - Low	
	2 - Medium (5-7)	2 - Medium (\$250,000-\$500,000)	2 - Medium (Neighborhood Park)	2 - Medium	
	3 - High (1-4)	3 - High (\$500,000 & Up)	3 - High (Community Park/Special Use)	3 - High	

Village of Willowbrook 2013-2017 5 Year Parks Capital Improvement Plan		Prepared: 6/5/13				
DRAFT		2013	2014	2015	2016	2017+
Development Item	Code	Total Cost				
Borse Memorial Community Park						
Multikuse Trail Expansion	CIP	\$45,000.00				\$45,000.00
Volleyball Court Improvements	CIP	\$15,000.00				\$15,000.00
Parking Lot Resurfacing	CIP	\$55,000.00				\$55,000.00
General Landscape Enhancements	CIP	\$7,500.00				\$7,500.00
Nature based Pond Enhancements	CIP	\$50,000.00				\$50,000.00
Water Mister on South Side of Concession Stand	CIP	\$5,000.00				\$5,000.00
Fitness Station Cluster	CIP	\$25,000.00				\$25,000.00
Site Furnishings (Benches, Litter Can, Bike Rack)	CIP/ADA	\$10,000.00				\$10,000.00
Playground Equipment Upgrade	ADA	\$12,500.00				\$12,500.00
Playground Infrastructure Improvements (Surfacing)	ADA	\$25,000.00				\$25,000.00
Grading & Drainage Improvements (Cross Slope)	ADA	\$20,000.00				\$20,000.00
Drinking Fountain Surface Height Adjustment	ADA	\$2,000.00				\$2,000.00
Park Construction Sub-Total		\$272,000.00	\$0.00	\$0.00	\$0.00	\$272,000.00
Design Consultant Fees Sub-Total		\$19,040.00	\$0.00	\$0.00	\$0.00	\$19,040.00
Borse Memorial Community Park Total Expenditure		\$291,040.00	\$0.00	\$0.00	\$0.00	\$291,040.00
Creekside Park						
Nature Trail Construction (Fully Accessible)	CIP/ADA	\$150,000.00				\$150,000.00
Nature Playground Equipment Nodes	CIP/ADA	\$10,000.00				\$10,000.00
Site Furnishings (Benches, Litter Can, Bike Rack)	CIP/ADA	\$10,000.00				\$10,000.00
Disc Golf Course	CIP	\$4,000.00				\$4,000.00
Straight Fence Backstop	CIP	\$1,500.00				\$1,500.00
Re-Lining Basketball Court	CIP	\$5,000.00				\$5,000.00
Playground Equipment Removal	CIP	\$35,000.00				\$35,000.00
Native Landscape Enhancements at Site	CIP	\$25,000.00				\$25,000.00
General Landscape Enhancements	CIP	\$395,500.00	\$0.00	\$0.00	\$0.00	\$395,500.00
Park Construction Sub-Total		\$27,685.00	\$0.00	\$0.00	\$0.00	\$27,685.00
Design Consultant Fees Sub-Total		\$423,185.00	\$0.00	\$0.00	\$0.00	\$423,185.00
Creekside Park Total Expenditure		\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00
Farmingdale Terrace Park						
Playground Equipment Renovation	CIP/ADA	\$25,000.00				\$25,000.00
Playground Accessibility Improvement (Concrete Curbing, Flatwork, Ramps)	CIP/ADA	\$10,000.00				\$10,000.00
Site Furnishings (Benches, Litter Can, Bike Rack)	CIP/ADA	\$15,000.00				\$15,000.00
General Landscape Enhancements	CIP	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00
Park Construction Sub-Total		\$5,600.00	\$0.00	\$0.00	\$0.00	\$5,600.00
Design Consultant Fees Sub-Total		\$85,400.00	\$0.00	\$0.00	\$0.00	\$85,400.00
Farmingdale Terrace Park Total Expenditure		\$5,000.00	\$7,500.00	\$22,000.00	\$22,000.00	\$55,000.00
Lake Hinsdale Park						
Grading & Drainage	CIP	\$22,000.00				\$22,000.00
Fence Replacement	CIP	\$40,000.00				\$40,000.00
Park Gazebo Installation	CIP	\$10,000.00				\$10,000.00
Gazebo Plaza	CIP	\$8,000.00	\$15,000.00			\$23,000.00
Fitness Station Cluster	CIP	\$5,000.00	\$7,500.00			\$12,500.00
Walking Path	CIP	\$15,000.00				\$15,000.00
Site Furnishings (Benches, Litter Can, Bike Rack)	CIP	\$25,000.00				\$25,000.00
Sifting Garden Construction	CIP	\$7,000.00				\$7,000.00
General Landscape Enhancements	CIP	\$137,000.00	\$0.00	\$19,000.00	\$0.00	\$156,000.00
Park Construction Sub-Total		\$9,590.00	\$0.00	\$6,330.00	\$0.00	\$15,920.00
Design Consultant Fees Sub-Total		\$146,590.00	\$0.00	\$127,330.00	\$0.00	\$273,920.00
Lake Hinsdale Park Total Expenditure		\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$140,000.00
Prairie Trail Park						
Playground Accessibility Improvement (Concrete Curbing, Flatwork, Ramps)	CIP/ADA	\$50,000.00				\$50,000.00
Picnic Shelter	CIP	\$50,000.00				\$50,000.00

Park	Development Item	Code	Total Cost	2013	2014	2015	2016	2017+
Park	Fitness Station Cluster	CIP	\$25,000.00				\$25,000.00	
	Floating Fishing Dock	Pond	\$50,000.00				\$50,000.00	
	Native Landscape Enhancements at Pond Edge	Pond	\$30,000.00				\$30,000.00	
	Boston Rip Rap Construction	Pond	\$10,000.00				\$10,000.00	
	Fish Habitat Structures	Pond	\$7,500.00				\$7,500.00	
	Bubble Aerator	Pond	\$15,000.00				\$15,000.00	
	General Landscape Enhancements	CIP	\$5,000.00				\$5,000.00	
	Park Construction Sub-Total		\$227,500.00	\$0.00	\$0.00	\$0.00	\$227,500.00	\$0.00
	Design Consultant Fees Sub-Total		\$45,500.00	\$0.00	\$0.00	\$0.00	\$45,500.00	\$0.00
	Profile Trail Total Expenditure		\$273,000.00	\$0.00	\$0.00	\$0.00	\$273,000.00	\$0.00
Midway Park	75 Car Parking Lot		\$125,000.00			\$125,000.00		
	Bleachers		\$8,000.00			\$8,000.00		
	Small Park Shelter		\$25,000.00			\$25,000.00		
	Park Construction Sub-Total		\$158,000.00			\$158,000.00		
Design Consultant Fees Sub-Total		\$31,600.00	\$0.00	\$0.00	\$133,000.00	\$0.00	\$25,000.00	
Midway Park Total Expenditure		\$189,600.00	\$0.00	\$0.00	\$133,000.00	\$0.00	\$50,000.00	
Rogers Glen Park	Ice Skating Rink		\$250,000.00					\$250,000.00
	Park Construction Sub-Total		\$250,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250,000.00
Design Consultant Fees Sub-Total		\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	
Rogers Glen Total Expenditure		\$300,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300,000.00
Ridgemoor Park	Sitting Garden Construction	CIP	\$25,000.00					\$25,000.00
	25 Car Parking Lot	CIP	\$50,000.00		50,000			
	Nature Based Playground	CIP	\$75,000.00					
	Nature Based Pond Enhancements	CIP	\$20,000.00		\$20,000			
	Small Shoreline Fishing Station	Pond	\$30,000.00					\$30,000.00
	Pond Shoreline Re-shaping & Dredging	Pond	\$400,000.00					\$400,000.00
	Bubble Aerator	Pond	\$15,000.00					\$15,000.00
	Site Furnishings (Benches, Litter Can, Bike Rack)	CIP	\$5,000.00					\$5,000.00
	General Landscape Enhancements	CIP	\$5,000.00					\$5,000.00
	Park Construction Sub-Total		\$625,000.00	\$0.00	\$145,000.00	\$0.00	\$0.00	\$480,000.00
Design Consultant Fees Sub-Total		\$43,750.00	\$0.00	\$101,500.00	\$0.00	\$0.00	\$33,600.00	
Ridgemoor Park Total Expenditure		\$668,750.00	\$0.00	\$155,100.00	\$0.00	\$0.00	\$513,600.00	
Waterford Park	ADA Concrete Path	ADA	\$45,000.00					
	Concrete Walls	ADA	\$5,000.00					
	Grading & Drainage	CIP	\$5,000.00	\$45,000.00				
	Playground Accessibility Improvement (Concrete Curbing, Flatwork, Surfacing, Ramp)	CIP/ADA	\$85,000.00	\$85,000.00				
	Site Furnishings (Benches, Litter Can, Bike Rack)	CIP	\$15,000.00	\$15,000.00				
	Crusher Fines Path Construction	CIP/ADA	\$20,000.00	\$20,000.00				
	General Landscape Enhancements	CIP	\$7,500.00	\$7,500.00				
	Park Construction Sub-Total		\$182,500.00	\$182,500.00	\$0.00	\$0.00	\$0.00	\$0.00
	Design Consultant Fees Sub-Total		\$12,775.00	\$12,775.00	\$0.00	\$0.00	\$0.00	\$0.00
	Waterford Park Total Expenditure		\$195,275.00	\$195,275.00	\$0.00	\$0.00	\$0.00	\$0.00
Willow Pond Park OSLAD Candidate (2014)	Natural Playground Area Development	CIP/ADA	\$125,000.00		\$125,000.00			
	GreenRoof Park Shelter	CIP	\$50,000.00		\$50,000.00			
	Bag Toss & Outdoor Ping Pong Table	CIP	\$15,000.00		\$15,000.00			
	Lighted Walking Path	CIP	\$70,000.00		\$70,000.00			
	Nature Themed Water Spray Pad	CIP	\$125,000.00		\$125,000.00			
	Pre-fabricated Restroom Building	CIP	\$60,000.00		\$60,000.00			
	Expanded Parking	CIP	\$40,000.00		\$40,000.00			

Master Plan Themes, Initiatives and Goals

The master planning effort has been a journey of discovery, analysis and interpretation. The process has gathered a large amount of information provided from a number of sources in the community. Public meetings have been conducted, stakeholders have been interviewed, a survey of over 400 households has been sampled and analyzed, and the staff and recreation commissioner members have provided their ideas.

All of these sources need to be taken into consideration to determine the needs of the parks and recreation services for the Village of Willowbrook. The goals and objectives are the cornerstone of any master plan. The goals for this planning effort are developed into three main categories that are;

- Administrative (Including Financing)
- Recreational
- Parks & Facilities

Themes

It is the development of themes from the great deal of data that has been collected in this planning process in which the goals and objectives categories are developed. These strategic goals need to target broad thinking. They should stimulate the need to create specific objectives as the foundation of an implementation plan. After a careful and thorough review of the input received from the many different sources, it is clear that several areas have emerged that will comprise the plan direction. The three goal categories surround six major focus areas. The following list illustrates those six with a priority marker included to signify its importance.

- a. Indoor Recreation Space – High
- b. Capital Funding – High
- c. Park Improvements – High
- d. Marketing & Visibility – Medium
- e. Partnerships – Low
- f. Recreation Program Portfolio Improvements - Low

The goals and objectives surrounding capital funding, indoor recreation space and park improvements should be viewed as priorities. These goals are should be viewed as interrelated activities. They will have influence on the remaining goals by providing much needed programming space and enhancement outdoor recreation opportunities.

Ultimately, the comprehensive parks and recreation master should be viewed as a road map to future. It should be understood that goals are different from objectives in that goals provide high level views while objectives are the smaller steps that need to be acted upon. The plan should be evaluated on an on-going basis to remain current as the times and influences change the goals which may need to be revisited and revised in the future.

Administrative Goals

The operation of the Parks & Recreation Department is broken down into two primary parts. The day to day recreation responsibility of the department is given to the Superintendent of Parks & Recreation. The park maintenance is handled through outsourcing to private companies and coordinated by Public Works. There is no direct recreational support staff to assist the Superintendent. In addition, the Superintendent is a part time position. The current financial position of the department is one of underfunding for the primary responsibilities of programming and capital improvements. With this being said the department functions at a high level and is an extremely efficient operation. However, the future will add increasing work load in terms of operational demands and general supervisory oversight in the growth of facilities and programming.

Administrative Topics facing the Department:

a. Financing

- Limited Department funding allocation
- Lack of capital dollars in Department budget for park improvements and modernization
- Long term budget forecasting of Department needs

b. Operations

- Lack of part time and seasonal support staff
- Lack of professional development investment
- Improved and/or expanded relationships with likeminded organizations
- No on-line registration and bill payment
- Lack of advocacy from Parks & Recreation Commission to Village Board
- No dogs in parks

c. Visibility

- Low digital presence on web and social media sites
- No marquee signage at major viewing point
- Perceived low value of parks and recreation importance by nature of funding by Village Board

Administrative Goals of the Department:

Goal 1: Maintain & improve the Parks & Recreation Department's service to the community

Objectives:

- *Work towards providing needed part time support staff in order to expand operations*
- *Hire seasonal parks maintenance staff to assist the Public Works Department during the peak park use seasons and preparation for recreation activities*
- *Explore the concept of developing a standalone website for the Parks & Recreation Department*
- *Keep a standing agenda item on every Commission meeting discussing the Parks & Recreation Master Plan*
- *Identify and assign Commission members that will become champions for priority implementation items and get the job done*
- *Assign a Village Board member to attend Park & Recreation Commission meetings and act as a liaison between the two parties to improve communications and understanding*

Goal 2: Identify financial funding sources for the Parks and Recreation Department

Objectives:

- *Craft a new short term operating budget format divided into four functions: administrative, recreation, maintenance, and capital improvements*
- *Develop a long term Department budget forecast for operations and capital improvements*
- *Create a friends of the parks for additional financial resources and leverage giving opportunities*
- *Utilize the Master Plan to discuss opportunities with the Village Board with guidance from the Village Administrator to prioritize capital investments and the appropriate allocation of short term capital funding to meet the needs of the community*
- *Explore the availability of long term funding sources to sustain the level of operations and capital improvements to aging infrastructure*
- *Evaluate potential alternative funding revenue generation opportunities such as grants, sponsorships, impact fees and rentals*

Goal 3: Develop improved external relationships with special interest groups

Objectives:

- *Create and/or update use agreements with all groups working with the Parks & Recreation Department*

Goal 4: Improve staff development efforts

Objectives:

- *Fund staff attendance at professional development schools*
- *Fund staff attendance at national and state conferences*
- *Fund staff certification as National Parks and Recreation Certified Parks and Recreation Professionals*

Goal 5: Create a dynamic marketing and branding plan

Objectives:

- *Develop a public information campaign to educate the public about the parks and recreation services the Village provides with ongoing public feedback methods. Host a series of open houses focused on different areas of operations.*
- *Craft a branding campaign for increased exposure and participation levels*
- *Explore the option of building an electronic sign at Willow Park Pond*

Recreation Goals

The Village has a historical reliance on the Burr Ridge Park District for much of its recreation program offerings. The lack of indoor recreation space and dedicated staffing over the course of time has provided the Village a strong inventory of park spaces but recreational programming has been challenged. The lack of a significant internal recreation portfolio has provided no significant revenue capacity for the Department to operate. The Village historical does not operate in balance between parks and recreation. The Parks & Recreation Commission shares a feeling that residents leave the Village for recreation activities and this was confirmed in the community survey.

Recreation Topics facing the Department:

a. Indoor recreation

- No dedicated indoor recreation space within Village buildings

b. Integration of programs with outdoor park spaces

- Few park elements allow for recreation programs and possible revenue generation within the parks

c. Branding of recreation programming

- Need to develop a core service definition of recreation offerings, brand the direction of the programs and keep more residents using Village recreation offerings

Recreation Goals of the Department:

Goal 6: Create new recreation program categories centered on the foundation of “something for everyone”

Objectives:

- Organize and operate elementary children based healthy lifestyle programs focusing on diet and exercise
- Organize and operate a youth archery program
- Explore and develop winter recreation opportunities
- Organize and operate specialty adult sports leagues such as cricket, flag football and disc golf
- Organize and operate a full complement of fitness programs
- Organize and operate senior computer classes
- Organize and operate a specialty summer day camp program

2013-2017 Comprehensive Park & Recreation Master Plan

- *Network with other public agencies and review their successful program offerings of public agencies to seek potential Village programming opportunities*
- *Add interns and/or part time support staff to assist the recreation department operations if monies and the demands are justified*

Goal 7: Integrate recreation program expansions with plans for a new indoor recreation space

Objectives:

- *In the short term, continue to look for indoor sports recreation programs using school district gym facilities*
- *Acquire a short term lease of a commercial or light industrial space within the Village to house the park and recreation offices and multi-use space with the purpose to develop programs that can fit within the footprint of the recreational space*

Goal 8: Perform pricing evaluation on fees & rentals

Objectives:

- *Perform a pricing evaluation study to establish a philosophy of cost for programs and rentals*
- *Evaluate pricing model on a yearly basis*

Goal 9: Hire recreation support staff

Objectives:

- *Fund the position(s) with revenues generated from new programs*
- *Assign the responsibilities of starting new programs with which the position will be funded*

Parks & Facility Goals

The parks are kept tidy and service most of the neighborhoods nicely within the Village. The core elements found within the parks are very basic without much innovation addressing trends found in current park design. The parks are well used by the community and the list of desired future amenities is a bit more passive than active. The parks as a whole have a different feel to them as compared to other local park systems, making them unique and interesting. The ponds located in the various parks add to this feeling but have not had capital dollars allocated for funding needed improvements for recreation use and ecosystem balance as identified in the pond study.

Park & Facility Topics facing the Department:

a. Land acquisition

- No parcels have been added to Village open space for many years

b. Capital spending

- No dedicated capital expenditure formula
- No grants have been pursued in recent years
- Pond and natural areas have not been funded
- Do not use Public Works to construct projects

c. Innovative planning, design and maintenance

- Need to inform the community on parks and recreation projects
- Do not currently have unique park elements based on recreation trends
- Do not have adequate indoor recreation space
- Do not have a parks and recreation master plan
- Does not have a dedicated design standard for future maintenance issues

2013-2017 Comprehensive Park & Recreation Master Plan

Parks & Facility Goals of the Department:

Goal 10: Acquire leased space within the Village for parks and recreation offices and new multi-purpose indoor recreation space

Objectives:

- *Work to identify locations that would allow for a few offices, community meeting room, two multi-purpose rooms, storage and parking*
- *Work with landlord for attractive lease terms which should not exceed five years and provides build-out assistance*

Goal 11: Develop individual site plans for existing parks as a tool for improving the park system

Objectives:

- *Follow conceptual plans included in this master plan as a starting point for future projects*
- *Adjust the plans as needed for site, budget considerations and public input*

Goal 12: Develop links between neighborhoods and parks

Objectives:

- *Examine opportunities to connect neighborhoods and determine exact routes, budgets and timeframes to coordinate placement of connections through road improvements, park improvements and seek grant monies that are available for these improvements*

Goal 13: Acquire strategic in-fill park sites to provide enhanced level of service coverage with the Village park system

Objectives:

- *Work to identify and fund future purchases of park and open space land parcels that become available if financially feasible*

Goal 14: Coordinate recreation programming with Capital Plan Development

Objectives:

- *Develop a staff review of park and facility plans with the park planner/designer to discuss what the recreation needs could be in new and improved spaces for programmed activities.*
- *Implement a way of reporting what is feasibly possible within budget parameters on capital projects.*
- *Review the project requests with the park planner/designer and decide what can be included in the capital projects.*

Goal 15: Seek alternative revenue sources for necessary park capital improvement dollars

Objectives:

- *Identify and apply for grants that can assist in the construction of park and facility improvements*
- *Capital projects that have been identified as potential OSLAD grant development candidates include Willow Pond, Prairie Trail and Borse Community Park*
- *Seek sponsorships for parks and facilities improvements*
- *Seek any logical additional revenue streams such as cell tower land leases, impact fees, etc. that do not poses significant impacts to the users, site or community*

Goal 16: Keep the public informed of plan progress

Objectives:

- *Hold a public meeting open house every year to update community on progress of implementing the capital improvement plan*
- *Develop a specific area on the Parks & Recreation web page for capital plan improvements*

Goal 17: Create unique parks & recreation facilities that reflect the culture of the community

Objectives:

- *Develop park & recreation amenities that are needed to enhance the quality of life for Village residents*
- *Develop signature ideas for enhanced park spaces*
- *Construct parks that strive to have elements that provide activities for a diverse age group*
- *Partner with special interest groups when a win-win relationship can be achieved to enhance park & recreation facilities such as your Special Recreation Association*
- *Explore flexible capital improvements that can match recreation programming opportunities with rapid deployment*

Goal 18: Identify capital improvement projects that can be built using Public Works employees

Objectives:

- *Discuss the project needs and seek insight as to schedule and cost availability to perform capital park improvements*
- *Work with Public Works to implement the work that can be accomplished and outsource construction that is more cost effective for the Village*

Goal 19: Identify a maintenance standard for the overall park system

Objectives:

- *Prepare guiding principles that will form a comprehensive maintenance program including material standards*
- *Develop a lifecycle assessment program to plan for park element replacement*
- *Allocate adequate budget resources to achieve the accepted maintenance standard*

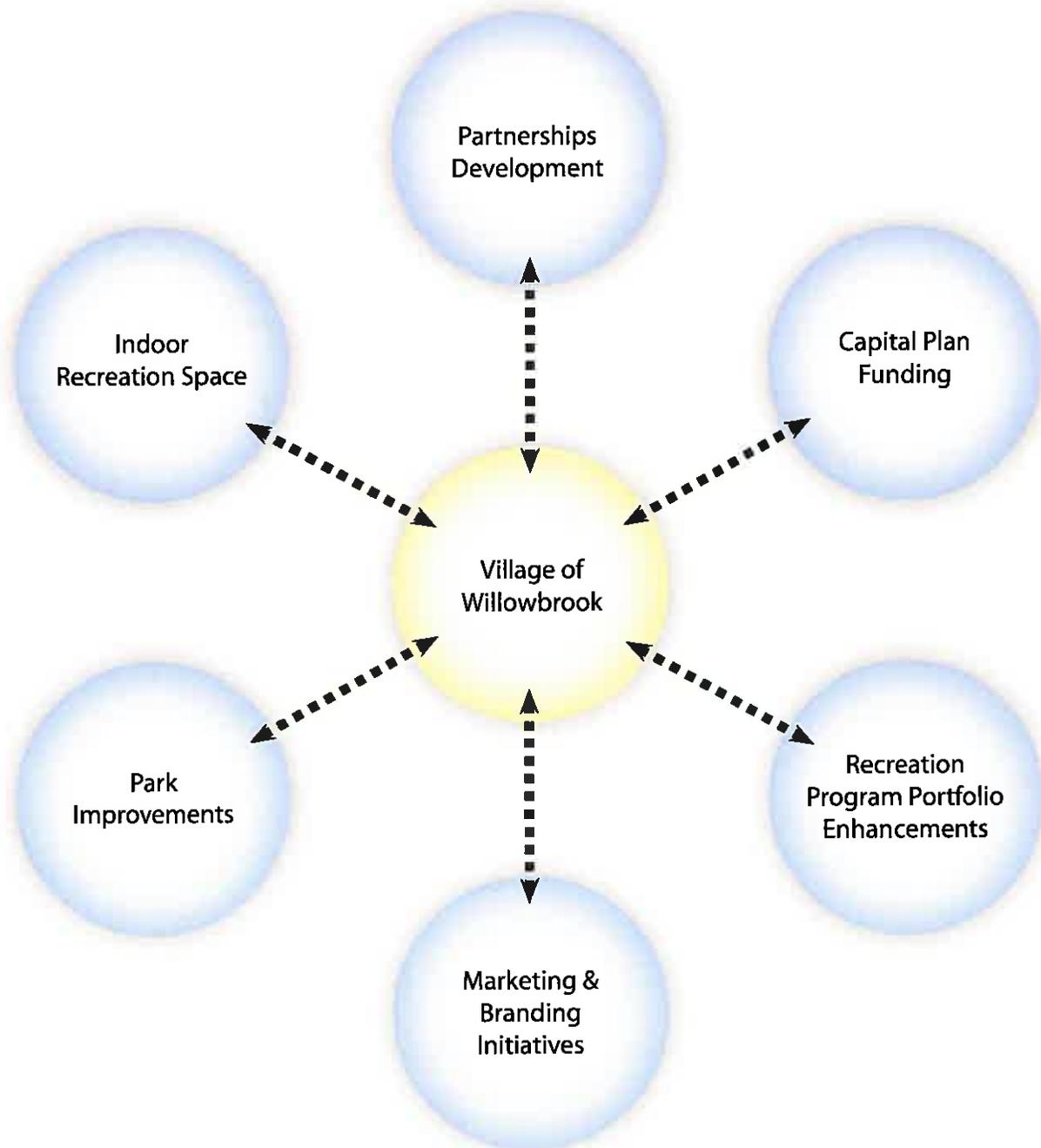
Goal 20: Implement sustainable practices into the maintenance, upgrades and design of parks & facilities

Objectives:

- *Increase green practices and use energy-efficient materials*
- *Plant native grasses and forbs along water's edge for ponds and streams for reduced mowing and habitat protection*

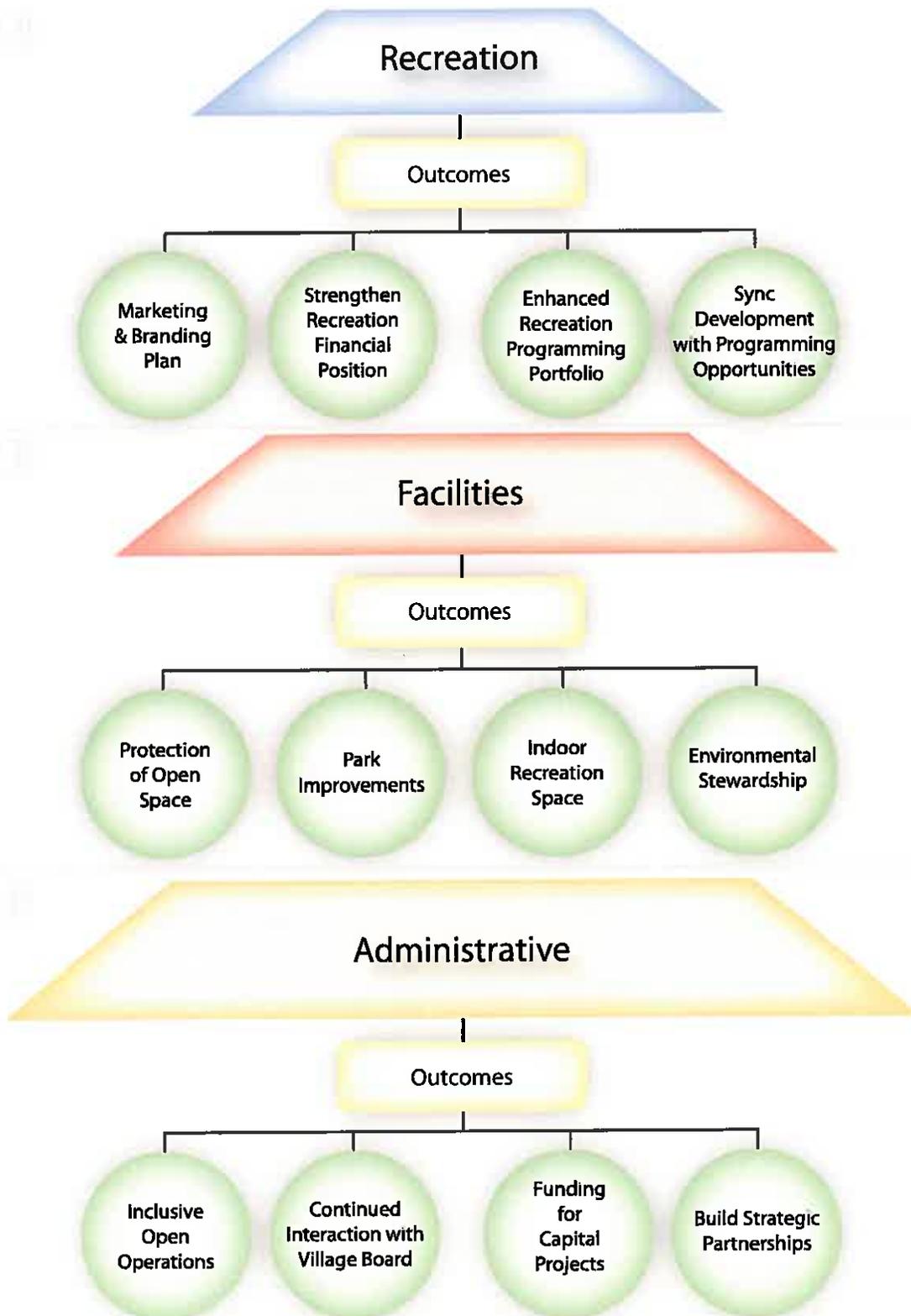
Strategy Maps

It is always easier to understand pictures over text. This section will allow for an easier understanding of the goals and objectives. The first image is the major focus areas. It shows the simple relationship between the elements.



2013-2017 Comprehensive Park & Recreation Master Plan

The strategic atlas provides a more detailed view of these relationships. The Tier 1.0 as depicted on the graphic represents the highest priority.



2013-2017 Comprehensive Park & Recreation Master Plan

Implementation Action Plan

A plan is only as good as the organization behind it. The previous section outlined specific goals and objectives that have the ability to continue to make the Village of Willowbrook a successful agency. This section is organized into a simple to follow action plan that should be implemented to meet the goals and objectives as outlined in this plan. It is the culmination of all the research, meetings, responses and discussions that has transpired during the planning process. The end goal of this plan is to set priorities that will positively impact the quality of life for residents.

Goal	Rank	Type	2013	2014	2015	2016	2017
Identify financial funding sources for the Parks & Recreation Department	High	Administrative	X	X			
Create new recreation program categories centered on the foundation of "something for everyone"	High	Recreation		X			
Integrate recreation program expansions with plans for a new indoor recreation space	High	Recreation		X	X	X	
Perform pricing evaluation on fees & rentals	High	Recreation		X		X	
Keep the public informed of plan progress	High	Park & Facility	X		X		X
Maintain & improve the Parks & Recreation Department's service to the community	Medium	Administrative	X	X	X	X	X
Develop improved external relationships with special interest groups	Medium	Administrative	X	X	X	X	X
Improve staff development efforts	Medium	Administrative		X		X	
Create a dynamic marketing and branding plan	Medium	Administrative		X			
Hire recreation support staff	Medium	Recreation			X		
Coordinate recreation programming with Capital Plan Development	Medium	Park & Facility		X		X	
Seek alternative revenue sources for necessary park capital improvement dollars	Medium	Park & Facility	X		X		X
Create unique parks & recreation facilities that reflect the culture of the community	Medium	Park & Facility		X	X	X	
Identify capital improvement projects that can be built using Public Works employees	Medium	Park & Facility			X	X	X

2013-2017 Comprehensive Park & Recreation Master Plan

Goal	Rank	Type	2013	2014	2015	2016	2017
Acquire leased space within the Village for parks and recreation offices and new multi-purpose indoor recreation space	Low	Park & Facility				X	X
Develop individual site plans for existing parks as a tool for improving the park system	Low	Park & Facility				X	
Develop links between neighborhoods and parks	Low	Park & Facility			X	X	X
Acquire strategic in-fill park sites to provide enhanced level of service coverage with the Village park system	Low	Park & Facility					X
Identify a maintenance standard for the overall park system	Low	Park & Facility	X				
Implement sustainable practices into the maintenance, upgrades and design of parks & facilities	Low	Park & Facility	X		X		

Financial Recommendations

The total amount of capital projects identified in this master plan is \$3,249,645.00. It is important that the Village leadership understand that significant access to capital dollars is needed and it will require much debate and deliberation. The return on investment with the dramatic rise of the quality of life in association to these major investments will be a success for the Village by meeting indoor and outdoor recreation needs and designing and programming smart facilities that generates revenue into the Village operations. Clearly, funding changes need to occur to make the progress as defined in this master plan.

Grant Recommendations

The search for free money is never easy. It is competitive, time consuming and always needs a bit of luck in today's environment. With this being said, several projects would be candidates for potential grant dollars. Additional research will be needed to identify opportunities such as CDBG grants, urban tree and forestry grants, watershed grants as well as OSLAD & PARC funding. The recommendation would be to reinvest the grant re-imbusement money into the next grant. This would allow for a continuous line item in a yearly budget for potential grant cycles.

Organizational Structure Recommendations

The organizational structure is the engine that drives an agency. The plan's goal is to create opportunities for the Village Administrator and Superintendent of Parks & Recreation to continuously implement the master plan, initiate strategic thinking and strengthening the agency's position with other governmental agencies. The plan has not made very little specific recommendations for organization changes other than the addition of part-time support staff when needed would ease workload requirements. This is best handled internally by Village management.

Conclusion

***“Planning is bringing the future into the present so that you can do something about it now”
(Alan Lakein)***

The agency is in a time of great opportunity with chances to take small steps towards crafting a better future. In the past seven months, a significant amount of good work has been done. Furthermore, several items became very clear. First, the need to fund capital improvements is paramount. In particular, capital spending has not filtered its way into the overall park spaces that capture creativity and excitement. In addition, the lack of indoor recreation space needs to be addressed. However, this can be fixed quickly with selecting the right projects, the right approaches and leaving a series of project that go beyond the quickly dissipating old industry standards has arrived. The tradition of quality park and recreation spaces that the Village has achieved needs to continually be advanced.

Second, investment into marketing and agency exposure on many fronts has not happened. This has left untapped opportunities to further enrich the community's recreational life by not having touched as many people as desired.

Lastly, the agency needs to continually develop recreational programs with an enhanced understanding of the demographic forces shaping consumer behavior to reach residents and meet the community recreation requirements.

The areas of growth for the agency should be carefully thought out with a marketing and branding plan to bring back residents that seek leisure services into the Village with a fresh and exciting portfolio of recreation programs. The partnership with the Burr Ridge Park District and other governmental agencies should continue even with a new emphasis of Village led recreation programs. There is an outstanding opportunity to advance the overall good work of the past into an exciting future by the wise investment in solid planning. This journey has only begun. If implementation of the top goals and objectives happens, the agency is sure to make strides to becoming better. For this to happen, ownership of this plan and the leadership to implement it must occur.

In the next two years, visible progress should be made. The plan has been designed to be a wise resource and provide for an understanding of the recreational needs within the community. It also can help both staff and elected officials by looking at different ways to communicate and organize the decision-making process. It is clear that the agency is valued within the community and an organization that strives for quality. It also has a significant role to the overall quality of life for Village residents. The benefits of a small Village lies in the ability to be nimble, change quickly and produce noticeable results.

The logical next step is to explore what can be done and move forward with the faith that the master plan gathered knowledge that was meaningful and represents the wishes of the community. It is an exciting time with many opportunities to define a new direction for the next five years and beyond.

Appendix



Village of Willowbrook Parks & Recreation Survey

The Village of Willowbrook is in the process of identifying the recreation needs of the community. Your help in this process is essential. Please take the time to complete the following questionnaire. Your contribution is greatly appreciated.

1. How familiar are you with the Village of Willowbrook Parks & Recreation Department?
 Very familiar Somewhat familiar Not at all familiar

2. Through what media do you hear about parks & recreation within the Village?
 (Please check all that apply)
 Email blasts Word of mouth Banners
 Flyers Newspaper articles The program fun guide
 The website Other (Please specify) _____

3. How would you characterize your overall satisfaction with parks and recreation in the Village?
 Very satisfied Somewhat satisfied Neutral
 Somewhat dissatisfied Very dissatisfied

4. In which of the following **indoor and outdoor** recreational activities do you or other members of your household participate, either in the Village of Willowbrook or somewhere else? (Please check all that apply)

<input type="checkbox"/> Adult basketball	<input type="checkbox"/> Fishing	<input type="checkbox"/> Performing arts
<input type="checkbox"/> Adult softball	<input type="checkbox"/> Fitness center membership	<input type="checkbox"/> Pilates classes
<input type="checkbox"/> After school programs	<input type="checkbox"/> Football	<input type="checkbox"/> Pre-school programs
<input type="checkbox"/> Art classes	<input type="checkbox"/> Golf (adult)	<input type="checkbox"/> Senior activities
<input type="checkbox"/> Baseball/softball	<input type="checkbox"/> Gymnastics	<input type="checkbox"/> Senior trips
<input type="checkbox"/> Bingo	<input type="checkbox"/> Hockey	<input type="checkbox"/> Special events
<input type="checkbox"/> Bridge/pinochle	<input type="checkbox"/> Ice skating	<input type="checkbox"/> Summer day camp
<input type="checkbox"/> Ceramics	<input type="checkbox"/> Indoor soccer	<input type="checkbox"/> Swim lessons
<input type="checkbox"/> Cooking classes	<input type="checkbox"/> Indoor tennis	<input type="checkbox"/> Swimming
<input type="checkbox"/> CPR classes	<input type="checkbox"/> Junior golf	<input type="checkbox"/> Taekwondo
<input type="checkbox"/> Crafts	<input type="checkbox"/> Karate	<input type="checkbox"/> Volleyball
<input type="checkbox"/> Dance classes	<input type="checkbox"/> Music instruction	<input type="checkbox"/> Walking/jogging
<input type="checkbox"/> Daycare program	<input type="checkbox"/> Outdoor soccer	<input type="checkbox"/> Yoga classes
<input type="checkbox"/> Dog obedience	<input type="checkbox"/> Outdoor tennis	<input type="checkbox"/> Youth sports
<input type="checkbox"/> Other (Please specify) _____		

5. Please rank the most important **activity in terms of participation** from the previous question.

Please answer the questions on the back of this page.

6. What other recreation providers, if any, do you or your family use?
(Please check all that apply)
- | | |
|---|---|
| <input type="checkbox"/> County forest preserves | <input type="checkbox"/> Private health & fitness clubs |
| <input type="checkbox"/> Gymnastics facilities | <input type="checkbox"/> State parks |
| <input type="checkbox"/> Local park districts | <input type="checkbox"/> Youth recreation associations |
| <input type="checkbox"/> None of the above | |
| <input type="checkbox"/> Other (Please specify) _____ | |
7. If you go to other agencies for recreation services, other than the Village of Willowbrook, why do you choose to go there? (Please check all that apply)
- | | |
|---|--|
| <input type="checkbox"/> Just a habit | <input type="checkbox"/> They have better facilities |
| <input type="checkbox"/> Others are more convenient | <input type="checkbox"/> They have better instructors |
| <input type="checkbox"/> Our friends go there, so we go there | <input type="checkbox"/> They provide them at lower prices |
| <input type="checkbox"/> The Village doesn't offer them | <input type="checkbox"/> They're closer to home |
| <input type="checkbox"/> They do a better job of providing them | |
| <input type="checkbox"/> Other (Please specify) _____ | |
8. Do you feel that the Village of Willowbrook needs additional **indoor recreation space** outside of Village Hall for recreational activities? (Activities such as: meeting rooms, gymnastics space, fitness center, classrooms, etc.)
- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> I do not know |
|------------------------------|-----------------------------|--|
9. Would you support the Village financially in taxes and user fees to provide the additional indoor recreation space? (Please skip this question if you answered no to Question 8)
- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> I do not know |
|------------------------------|-----------------------------|--|
10. Would you support the Village applying for grant money even if the Village needs to contribute a portion of the cost for the project?
- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> I do not know |
|------------------------------|-----------------------------|--|
11. Do you feel the Village of Willowbrook should provide winter recreation activities? (Activities such as: ice skating, tobogganing, snow shoeing, etc.)
- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> I do not know |
|------------------------------|-----------------------------|--|
12. Do you think the Village of Willowbrook should allow leashed dogs within the parks spaces if the dog owners are responsible for their pet?
- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> I do not know |
|------------------------------|-----------------------------|--|
13. How often do any members of your household use the parks?
- | | | |
|-------------------------------------|---|------------------------------------|
| <input type="checkbox"/> Daily | <input type="checkbox"/> 2-4 times/week | <input type="checkbox"/> Once/week |
| <input type="checkbox"/> Once/month | <input type="checkbox"/> Once/year | <input type="checkbox"/> Never |

14. Which of the Village of Willowbrook parks do you or other members of your household visit? (Please check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Creekside Park | <input type="checkbox"/> Ridgemoor Park |
| <input type="checkbox"/> Farmingdale Terrace Park | <input type="checkbox"/> Rogers Glen Park |
| <input type="checkbox"/> Lake Hinsdale Park | <input type="checkbox"/> Tony & Florence Borse Memorial Community Park |
| <input type="checkbox"/> Midway Park | <input type="checkbox"/> Waterford Park |
| <input type="checkbox"/> Prairie Trail Park | <input type="checkbox"/> Willow Pond |

15. Please tell us the three most frequently visited parks by you or a member of your household from the previous question.

16. Overall, how satisfied are you with the appearance, maintenance and cleanliness of the Village parks?

- | | | |
|--|---|----------------------------------|
| <input type="checkbox"/> Very satisfied | <input type="checkbox"/> Somewhat satisfied | <input type="checkbox"/> Neutral |
| <input type="checkbox"/> Somewhat dissatisfied | <input type="checkbox"/> Very dissatisfied | |

17. If you answered somewhat dissatisfied or very dissatisfied to Question 16 with the appearance, maintenance and cleanliness of the Village parks, please describe your concern. (Please skip this question if you have no concerns)

18. Which of the following new amenities would you or your family like to see added to the parks?

- | | |
|---|--|
| <input type="checkbox"/> Additional basketball courts | <input type="checkbox"/> Dog park |
| <input type="checkbox"/> Additional flowerbeds/landscaping | <input type="checkbox"/> Fishing overlooks |
| <input type="checkbox"/> Additional picnic shelters | <input type="checkbox"/> Fitness stations |
| <input type="checkbox"/> Additional playground equipment | <input type="checkbox"/> Lighted soccer fields |
| <input type="checkbox"/> Additional softball/baseball fields | <input type="checkbox"/> Lighted walking paths |
| <input type="checkbox"/> Additional tennis courts | <input type="checkbox"/> Skate park |
| <input type="checkbox"/> Outside hockey rink/skating facility | <input type="checkbox"/> Splash pad |
| <input type="checkbox"/> Bocce court | <input type="checkbox"/> Walking/biking paths |
| <input type="checkbox"/> Other (Please specify) _____ | |

Please answer the questions on the back of this page.

19. Please rate each of the following Village priorities that are important to you and your family:

(5 – Very Important, 4 – Important, 3 – Neutral, 2 – Unimportant, 1 - Very Unimportant)

a) Acquiring New Park Land	5	4	3	2	1
b) Building New Facilities	5	4	3	2	1
c) Expanding Recreation Offerings	5	4	3	2	1
d) Expanding Educational Offerings	5	4	3	2	1
e) Improving Existing Parks/Facilities	5	4	3	2	1
f) Maintaining Existing Recreation Services	5	4	3	2	1

20. How long have you lived in the Village of Willowbrook?

____ Years

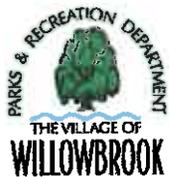
21. Are you a female or male?

____ Female

____ Male

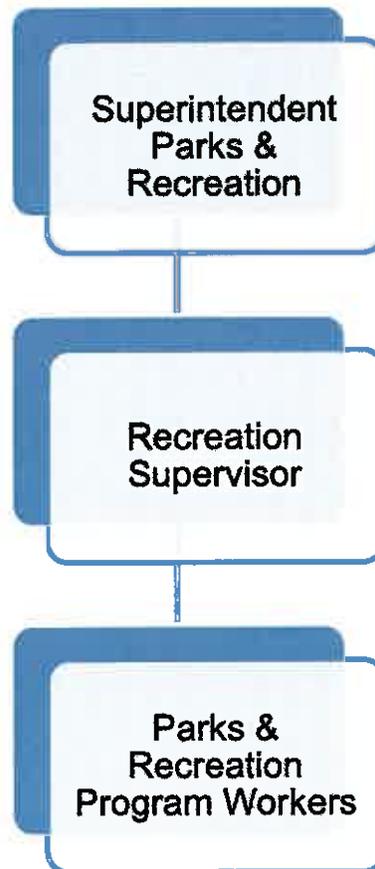
22. Beginning with yourself, what are the ages of those in your household?

23. Please make any comments that you think would be helpful.



Thank you for taking the time to complete this questionnaire.

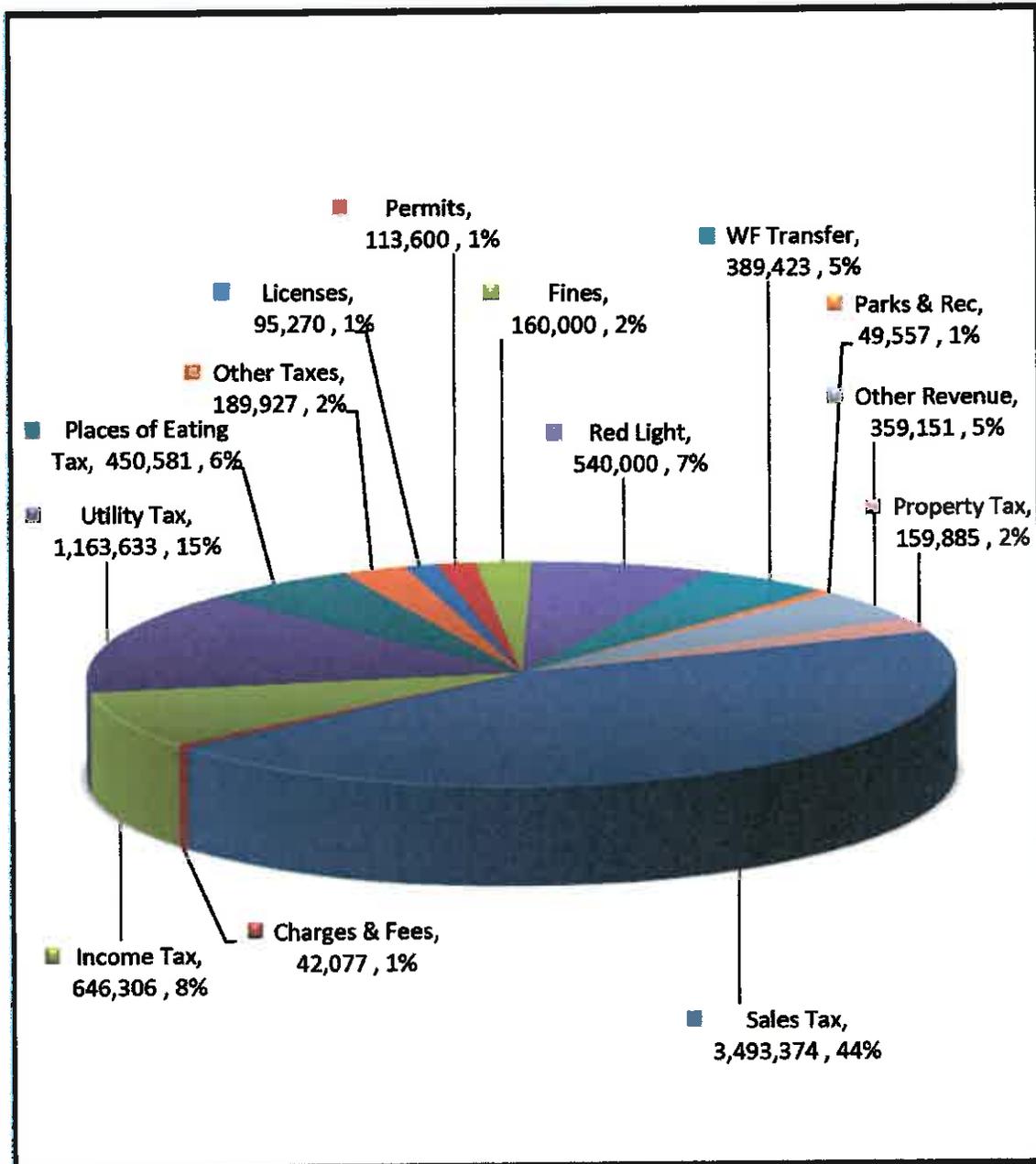
Village of Willowbrook
Parks and Recreation
Organizational Chart



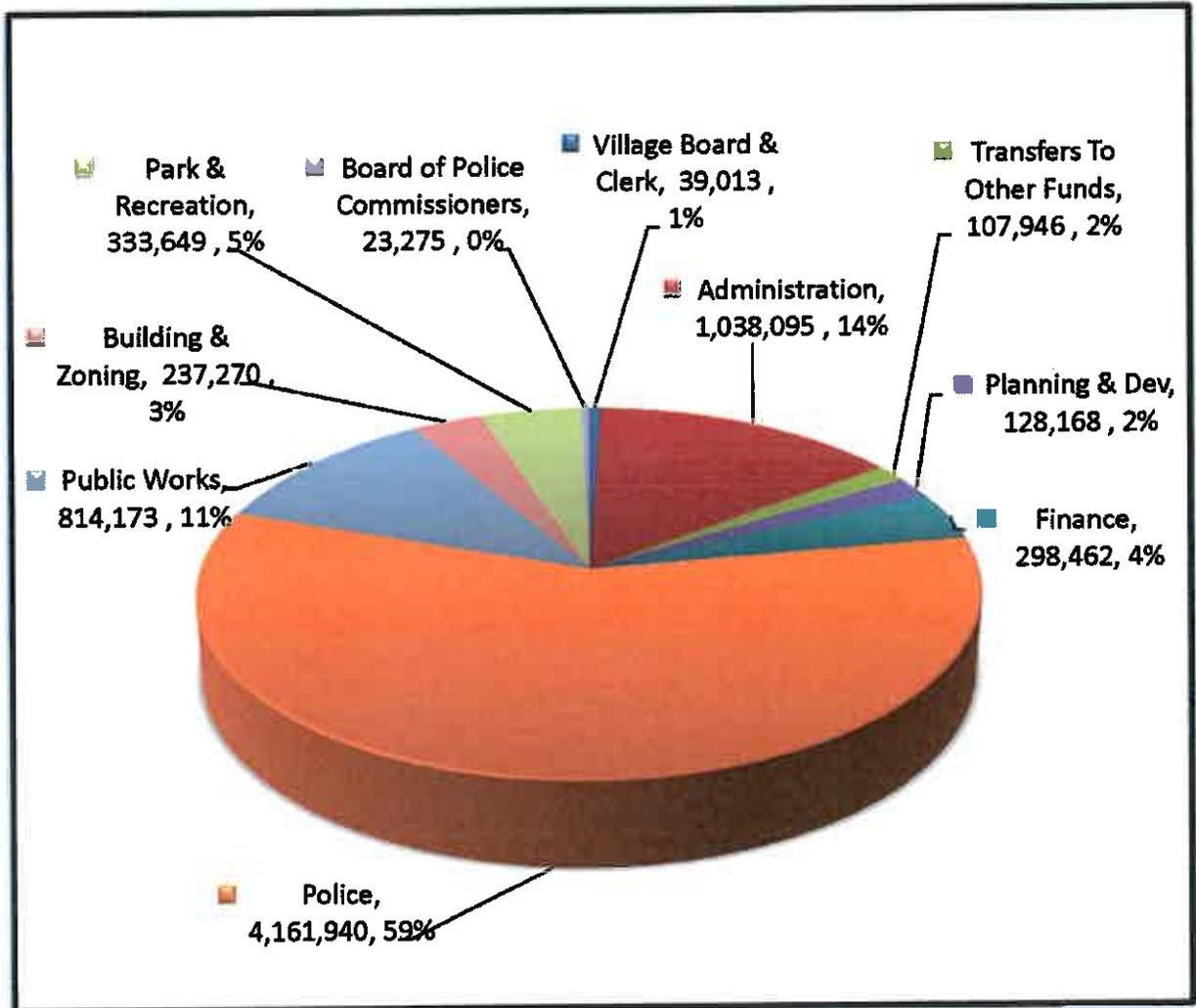
The Parks & Recreation Department is responsible for the administration of the recreational activities offered by the Village of Willowbrook, the coordination of maintenance of the Village park facilities and for the planning of future recreational facilities and services.

General Corporate Fund Revenues By Source
\$7,852,784

The General Corporate Fund is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. This fund has the most diverse sources of revenue. The primary sources of revenue are sales tax, utility tax, income tax and various other taxes.



GENERAL FUND EXPENDITURE SUMMARY
\$7,181,991



Recreation Programming Focus Group Questions

1. What are the key strengths of the programs that the Village of Willowbrook offers– What do we need to keep and celebrate?
 - *Continue offering programs with neighboring towns/agencies*
 - *Availability of offering for diverse aged groups*
 - *Excellent superintendent promoting dynamic growth of activities*
 - *Family programs relative to seasons*
 - *Staff add to enjoyment of programs*
 - *Cost of programming is very reasonable*
 - *Generate money for Willowbrook and to keep continuity*
 - *Discount to residents*
 - *Many are short term – kids repeat or continue if they enjoy or don't if not excited*

2. What existing programs needs to be fixed or improved (weaknesses)? What is not working?
 - *Address spillage parking at Borse Community Park, use Gower/Target etc.*
 - *Sign at park (Borse) reminding patrons to respect residents' lives!*
 - *Additional police patrol, speed monitor*
 - *Work on existing parks before expanding more parks*
 - *Programs for teens*
 - *Age distribution of village members (residents) to help determine program strengths*

3. What additional programs or activities do you feel the Village of Willowbrook should offer that are currently not available?
 - *Craft fairs/art fairs (like Hinsdale)*
 - *Historical review through photos*
 - *Astrological (telescope) viewing*
 - *Fortune tellers*
 - *Family picnic*
 - *Speaker's bureau??*
 - *Genealogy program*
 - *Dance classes (Ballroom, Zumba, Pilates, etc.)*
 - *Job fairs*

2013-2017 Comprehensive Park & Recreation Master Plan

- *Teach children finances (parents included)*
 - *Tech classes (iPad, iPhone, qr codes, good apps and how to use)*
 - *Computer classes for all ages*
 - *Chef for a day*
 - *Mahjong*
 - *Outdoor concerts (Town Center)*
 - *More resale/events more than one event*
 - *Community garden plots*
 - *Tennis courts*
 - *Daycare options (with activities offered for kids)*
4. What do you think is the best method of marketing the Village of Willowbrook facilities and activities?
- *Use of video links sent to residents which feature various fairs, historical presentations*
 - *Activity information board on Plainfield/Route 83 and Village Hall (for current month) also place on Comcast Channel 19*
 - *Banners advertising events placed at schools*
 - *Have businesses advertise in Fun Guides*
 - *Keep up the Newsletter. It is a tangible item you see and see and see and hold.*
 - *Make it about parks & rec, not politics!*
 - *Put Mayor's message inside Fun Guide/Newsletter (Not front page)*
 - *Would rather see photos of park activities/children on front cover*
 - *Post more banners throughout Village (in parks or main places of activity to promote Village events/activities)*
 - *LED board/advertising board (at parks or Town Center or shop place center)*
5. Do you think the Village of Willowbrook needs to provide additional indoor space for programming?
- *Support indoor space if the Village can afford to build and maintain it*
 - *Support it if property available but not to buy residential property to do it.*
 - *Activities determines the space needed*
 - *Space available at schools, libraries, banquet facilities, etc.*

Potpourri

- *Port a potty in every park*
- *Evaluate programs separately by indoor and outdoor programs*
- *Offer programs based on housing types, different programs geared toward multi-family house developments vs. single family*
- *Transportation for kids from schools to programs, senior trips, or with other programs*
- *Notification of upcoming events, i.e. public access channel, special events flyers*
- *Advertise for email alerts in guide*
- *Guide has a lot of information, too much to digest*
- *Bulletin display board at every park*
- *Parks & Recreation website for one stop place for information*
- *Calendar of events calendar placed in guide that can be torn out and placed on refrigerator – use of sponsorships*
- *Newspaper articles to help communicate events and what is new with Parks & Recreation within the Village.*

Park Amenities Focus Group Questions

1. What improvements/changes are needed in the existing parks?

- *Walk leashed dogs in parks*
- *More walking/biking paths – connectivity throughout system*
- *Adding restrooms in each park*
- *Playground equipment replacement*
- *Improve/Increase shade with in parks*
- *Reduce speeding along Midway Drive*
 - *Speed radar sign works, but battery lasts 3 days*
 - *Speed bumps*
 - *Clarendon Hills Road speeding is issue*
- *Signage in parks*
 - *Notify patrons to respect neighboring residents*
 - *Announcers/organizers remind patrons to be respectful of neighborhoods*
- *Tennis courts*
- *Parking is insufficient at Borse Park – Use Target & Gowder for overflow*
- *Improve access to parks and more defined entrys (Creekside)*
- *ADA accessibility improvements*
- *Pond dredging at Willow*

2. Where are these improvements needed?

- *Lake Hinsdale Park – find a new use*
- *Borse Memorial Park*
- *Midway Park*
- *Creekside Park – parking*
- *Universal with all parks – leashed dogs, paths, restrooms, shade*

3. What new amenities would you like to see in the parks?

- *Splash pad*
- *Ice rinks/skating*
- *Shelters for year-round use*
- *Sled hill*
- *Parking*
- *Site furnishings – bike racks*
- *Under/over pass from Borse-Midway parks*
- *Nature playground*
- *Band shell/concert area*
- *Outdoor aquatics facility?*

4. Are there any portions of the Village that are underserved (geographic or demographic)? Please explain.

- *Neighborhood/pocket park for little kids in the Borse park region, but situate away from Borse Park.*

5. Is applying for grants to improve the Village parks a good idea? If so, what park and what should be included as far as park amenities?

- *Midway Park*
- *Tennis courts*
- *Playground*
- *Splash pad*
- *Nature based playground*
- *Shelter/shade canopies*
- *Sand play areas*

Potpourri

- *Vegetative screening/buffering near residents*
- *Special events area/community gathering space*

2013-2017 Comprehensive Park & Recreation Master Plan

Q2. Other media you hear about parks & recreation within the Village.

- At the library
- Bulletin board/signs by Dominick's
- Burr ridge park district
- Burr ridge park district senior trip info
- Library
- Living next to Midway Park
- Mayor's newsletter
- None
- Park board meetings
- Reader
- School
- Schools
- Schools
- Schools
- Schools
- TV
- Village magazine
- Village mailer
- Village newsletter and park booklet
- Walking by
- Walking the dog

Q4. Other indoor & outdoor recreational activities.

- Ballroom dance, hip hop, break dancing
- Bicycling
- Bicycling, mountain biking, Plainfield bike park
- Bike riding
- Biking
- Biking
- Biking
- Biking
- Biking

- Bowl, library lectures and concerts, tai chi
- Bowling
- Computer classes
- Computer classes for seniors
- Computer classes, more adult activities
- Cross country skiing
- Cub tickets in past, not anymore
- Cycling, horsemanship, climbing, quilting, sewing
- Disc golf
- Dog park/splash pad in Westmont
- Exercise program
- Fencing, floor hockey, garage band program
- Galena IL recreational services to escape from problems associated with Midway Park in Willowbrook. see park dissatisfaction info
- Garden club
- Health & wellness
- Horseback riding
- I&M Canal history instruction
- "Internet/
- computer"
- None of the above
- Park district pool
- Pet first aid
- Plays
- Racquetball
- Runners
- Study astrology and tarot
- Travel overseas
- Water exercise
- We use the parks
- Weight loss challenge
- Zumba

2013-2017 Comprehensive Park & Recreation Master Plan

- Fitness
- Fitness
- Fitness
- Fitness
- Fitness
- Fitness center
- Fitness center membership
- Fitness center memberships
- Fitness center memberships
- Fitness center memberships, fitness classes, and tennis
- Fitness center usage
- Fitness center usage and walking
- Fitness center, walking, crafts
- Fitness classes, special events
- Fitness membership
- Fitness related activities are important. I have not done much with village sponsored events.
- Fitness, Pilates, yoga, walking
- Football
- Football and music instruction
- Galena recreation activities (village of Willowbrook problem escape)
- General fitness center membership
- Golf and exercise classes which I usually can't participate in due to scheduling problems.
- Golf
- Golf, cooking, swimming
- Golf, CPR, dance class
- Golf, CPR, daycare, swim
- Golf, fitness
- Golf, swimming
- Golf, tennis, swimming, bridge
- Hockey
- Horseback riding
- I haven't participated in any of the programs for they cost money. It would be nice to have free classes.
- Indoor & outdoor tennis
- Indoor and outdoor soccer
- Indoor and outdoor soccer and baseball
- Indoor soccer
- Indoor/outdoor tennis, daycare programs
- Jogging
- Karate
- My kids are too old for park district and play on travel teams.
- Outdoor bicycling, soccer

2013-2017 Comprehensive Park & Recreation Master Plan

- Outdoor soccer
- Outdoor soccer
- Performing arts
- Performing arts, I enjoy concerts & opera
- Pilates and yoga classes
- Running
- Senior activities
- Senior activities and trips
- Senior activities and walking
- Senior activities, computer classes, art classes
- Senior fitness
- Senior trips
- Senior trips (baseball, football, all sports events) casino & play trips
- Senior trips, senior activities
- Soccer
- Soccer and volleyball
- Special events
- Special events and art classes for children
- Special events and walking equally
- Special events, senior trips
- Sports
- Summer day camp
- Summer day camp
- Swim lessons
- Swimming
- Swimming
- Swimming
- Swimming
- Swimming
- Swimming
- Swimming and baseball
- Swimming and baseball
- Swimming at DG YMCA
- Swimming, tennis, walking, volleyball, dance, yoga, hockey
- Taekwondo
- Tennis
- Tennis
- Tennis
- Tennis & fitness, jogging/walking
- Tennis and biking
- Tennis, swimming
- Volleyball
- Volleyball

- Youth sports
- Youth sports, preschool and fitness center memberships
- Youth sports, volleyball, golf

Q6. Other recreation providers you or your family uses.

- Any dance lessons
- Argonne, Katherine Legge dog park
- Bike paths
- Bike trails
- Country club
- Country golf
- Country golf courses
- Dance studio
- Downers Grove bridge
- Galena IL recreational services to escape from living near Midway Park in Willowbrook
- Gateway
- Gateway YMCA
- Hinsdale center for the arts
- Horse equipment
- Library
- Library
- Lithuanian recreational organization services
- Morton arboretum
- Morton arboretum
- School
- Ski, golf, trap shooting

- Ty Warner park, Darien community park
- Uses bikes trails in county forest preserves connecting to zoo
- Walking exercise
- YMCA
- YMCA
- YMCA
- YMCA
- YMCA
- YMCA
- YMCA and several dog training clubs

Q7. Other reasons why you go to other recreation providers.

- Better times, doesn't attend classes at night
- Cost
- Darien park district walking track
- Different locations
- Don't
- Family
- Family (use activities offered by other park districts where children and grandchildren live)
- Fitness club part of living community
- Forest preserves provide greater exposure to nature
- Goes to burr ridge park district facilities because they partner with village of Willowbrook parks and rec dept.
- Golf
- Has gone to fitness club for years and likes it
- Health and fitness at hospital rehab fitness
- Hinsdale park district dance
- It's all about the kids
- Jazzercise classes
- Larger areas for walking

2013-2017 Comprehensive Park & Recreation Master Plan

- May use while working out
- Near our summer home
- No dogs allowed in parks
- Offer more recreational games for children
- Parks are larger with more walking/hiking trails
- Scheduling conflicts
- Specific programs
- The nationwide network
- Time of classes
- Uses health club at work
- Variety
- Village of Willowbrook partnership with Burr Ridge PD
- Village partnership usage with Burr Ridge PD
- We get information from them
- We like to visit different areas
- Willowbrook does not have the walking or biking paths as Waterfall Glen or Starved Rock.
- Creekside Park, Ridgemoor, Waterford
- Creekside Park, Rogers Glen, Willow Pond
- Creekside Park, Tony and Florence Borse Memorial Community Park, Waterford Park
- Creekside Park, Willow Pond
- Creekside Park. We live very close. When our children were younger we used more parks and more often.
- Creekside, Lake Hinsdale, Midway
- Creekside, Midway, Tony and Florence Borse Memorial Community
- Creekside, Midway, Waterford
- Creekside, Ridgemoor, and Willow Pond
- Creekside, Ridgemoor, Borse
- Creekside, Ridgemoor, Willow
- Creekside, Ridgemoor, Willow Pond
- Creekside, Rogers Glen
- Creekside, Rogers Glen, Waterford
- Creekside, Waterford
- Creekside, Waterford
- Creekside, Waterford
- Creekside, Waterford, Willow
- Creekside, Waterford, Willow Pond
- Creekside, Waterford, Willow Pond
- Creekside, Waterford, Willow Pond
- Creekside, Willow Pond
- Darien
- Darien Community Park, Patriot Park, Waterfall Glen Forest Preserve
- Darien Park, Willow Pond, Prairie Trail
- Farmingdale Terrace
- Farmingdale Terrace
- Farmingdale Terrace Park
- Farmingdale Terrace Park
- Farmingdale Terrace Park

Q15. Most frequently used parks visited by you or a member of your family.

- Borse Memorial
- Borse Memorial
- Borse Park
- can't remember name of park used
- Creekside
- Creekside
- Creekside & Waterford
- Creekside & Willow Pond
- Creekside Park
- Creekside Park
- Creekside Park
- Creekside Park, Lake Hinsdale
- Darien Community Park, Patriot Park, Waterfall Glen Forest Preserve
- Darien Park, Willow Pond, Prairie Trail
- Farmingdale Terrace
- Farmingdale Terrace
- Farmingdale Terrace Park
- Farmingdale Terrace Park
- Farmingdale Terrace Park

2013-2017 Comprehensive Park & Recreation Master Plan

- Farmingdale Terrace Park, Lake Hinsdale Park, Willow Pond
- Farmingdale Terrace Park, Midway Park, and Tony and Florence Borse Memorial Community Park
- Farmingdale Terrace Park, Prairies Trail Park
- Farmingdale Terrace Park, Tony and Florence Borse Memorial Community Park
- Farmingdale Terrace Park, Tony and Florence Borse Memorial Community Park, Midway
- Farmingdale Terrace Park, Tony and Florence Borse Memorial Community Park, Midway Park
- Farmingdale, Midway, Borse
- Farmingdale, Tony & Florence, Willow Pond
- "Hinsdale Community House
- Darien SPORTSCENTER"
- I don't really know the names of all the parks.
- I got to Sunnydale Park in Woodridge for that is where I live. I don't know I was asked to participate in a survey for Willowbrook for I don't live there.
- Lake Hinsdale
- Lake Hinsdale and Willow Pond
- Lake Hinsdale park
- Lake Hinsdale Park, Midway
- Lake Hinsdale, Prairie Trail, Willow Pond
- Lake Hinsdale, Prairie Trail, Willow Pond
- Lake Hinsdale, Tony & Florence, Willow Pond
- Lake Hinsdale, Willow Pond
- Lake Hinsdale, Willow Pond
- Lake Hinsdale, Willow Pond, Ridgemoor Park
- Midway
- Midway Park
- Midway Park
- Midway Park
- Midway Park
- Midway Park, Tony & Florence, Willow Pond
- Midway Park, Tony and Florence Borse Memorial Community Park
- Midway Park, Waterford, Ridgemoor
- Midway, Borse
- Midway, Borse, Prairie Trail
- Midway, Borse, Willow
- Midway, Tony & Florence
- Midway, Tony & Florence
- Midway, Willow
- Midway, Willow Pond
- Parks in Darien
- Prairie
- Prairie Trail
- Prairie Trail Park

2013-2017 Comprehensive Park & Recreation Master Plan

- Prairie Trail Park
- Prairie Trail Park, Lake Hinsdale Park
- Prairie Trail, Ridgemoor, Willow Pond
- Prairie Trail, Tony & Florence, Waterford
- Prairie Trail, Waterford
- Prairie Trail, Willow Pond
- Resident uses parks but does not know names of parks used.
- Ridgemoor
- Ridgemoor Park
- Ridgemoor Park
- Ridgemoor Park, Lake Hinsdale
- Ridgemoor Park, Waterford Park
- Ridgemoor Park, Waterford Park, Creekside
- Ridgemoor Park, Waterford Park, Willow Pond
- Ridgemoor Park, Waterford Park, Willow Pond
- Ridgemoor, Farmingdale Terrace Park
- Ridgemoor, Lake Hinsdale, Waterford
- Ridgemoor, Tony and Florence Borse Memorial Community, Waterford
- Ridgemoor, Waterford
- Ridgemoor, Waterford
- Ridgemoor, Waterford, Willow Pond
- Ridgemoor, Willow Pond
- Ridgemoor, Willow Pond
- Rogers Glen Park
- Rogers Glen Park, Waterford Park
- Rogers Glen Park, Waterford Park
- Tony & Florence
- Tony & Florence Borse Memorial Community Park
- Tony & Florence Borse Memorial Community Park
- Tony & Florence Community Park
- Tony and Florence Borse Memorial Community Park, Midway Park
- Tony and Florence Borse Memorial Community Park, Waterford
- Tony and Florence Borse Memorial Community Park, Waterford Park, Willow Pond
- Tony and Florence Borse Memorial Community Park, Willow Pond
- Waterford
- Waterford
- Waterford
- Waterford
- Waterford
- Waterford

teams, etc.) is unbearable and parking is a nightmare. Park users even try to park in resident's driveway and also block driveway.

- The porta pottie needs to be tied down somehow. It seems to be upside down more than upside right
- trees and bushes are not properly trimmed
- Try maintain the geese population so sidewalks and pond & paths aren't full of poop
- Waterford Park usually has garbage in it. The all sand base also leads to many bees this summer. I typically went to Harvesta Park a park in LaGrange due to this issue.
- Willow Pond is too sterilized looking, could be in a business park. Natural grasses and plantings along parts of water edge would be great.

Q18. Other new amenities you or your family would like to see added to the parks.

- BBQ area
- Biking facility like Plainfield Bike Park
- Crafts
- Disc golf
- Dog accessible
- Frisbee golf
- Groomed/Tracked cross country skiing
- Horse shoes, more garbage cans
- Indoor multi use field with a good well cushioned artificial turf.
- Indoor pool
- Indoor walking paths
- Inside facilities for fitness
- More benches for parents to sit on
- More parking for parks on Midway Drive
- More picnic tables

- Pickle Ball
- Pool
- Pool
- Real restrooms,
- Shaded seating areas
- Wooded areas
- Would like to see tennis and splash pad added to Borse

Q23. Final comments.

- All streets should have bike lanes. More street lighting. Better pedestrian crossing designation on all roads and streets, even if it may take DuPage County to contribute. Build a pedestrian crossing bridge over Kingery & 63rd.
- An overpass (bridge) is needed at Plainfield & Route 83. A stoplight is needed at entrance to new shopping district on Plainfield.
- Benefit of living in Willowbrook is low taxes. Would not like to see any improvements raise taxes.
- Better park maintenance
- Better publicity on activities
- Better publicity.
- Bring more recreational activities for seniors.
- Can't find 4 parks on a map, hours are not convenient, facilities are limited/non existent, and transportation is a nightmare!
- Care more about seniors
- Children are all grown up, but we have used and been satisfied with the WB park district
- Concerned about crime in area. Would like to see Willowbrook crime reports and additional patrolling of parks, recreational areas, and village itself. Would like to see scrabble and board games for seniors.

- Could use a community center to provide more classes for all members of the Village. Also, we need to acquire and preserve more park land. Rooms to hold dance classes would be appreciated for young and old. Ballroom dance for older adults.
- Divorced retired female. No kids but do have a dog and the Village discriminates against dog owners by not allowing us to enjoy the parks with our pets, who are beloved family members.
- Do not offer enough recreational/competitive sports for women. I go regularly to Darien, Downers Grove, La Grange, LaGrange Park, & Elmhurst for 10 years to play sports.
- Dog parks or a fenced area where you can run around without the fear of other unwanted animals coming in! Well lit pathways and running paths!
- Don't raise taxes or fees.
- Don't raise taxes!
- Due not raise taxes to make any improvements. Resident would like to see a new park built around Clarendon Hills Road and 63rd since there are no parks in Willowbrook in that area. Family has to go to Downers Grove to use parks and also for recreational services as not much is offered in Willowbrook itself.
- Empty and unused parks and facilities, Why? And you want more? Your newsletter needs update, too spread out, spreadsheet for what is available and where and time.
- Enforce: no dogs in park, no bicycle riding in park, no smoking in parks, very uncomfortable watching ball games and people nearby puffing away and blowing smoke in your direction.
- Feels maintenance of parks and improving playground equipment on a rotation basis is more important than constantly adding new amenities. Also feels a senior center being established in Willowbrook would greatly enhance the community. Many surrounding communities such as Arlington Hts, Lisle, etc. have wonderful facilities that are totally utilized. Also would like to see outdoor ice skating rinks added in Willowbrook. Lisle, Woodridge, Rosemont and many other communities provide this type of recreation for the youth and families.
- Feels the Village of Willowbrook recreational services should be publicized in the Hinsdale Doings.
- Feels Village of Willowbrook recreational activities and services are adequate and no upgrades should be made as the Village partners with Burr Ridge and Hinsdale thereby, providing sufficient services.
- Glad to see the police in the parks.
- Have a happy day!
- Husband former Elmhurst Parks and Recreation Director. Resident feels whatever Willowbrook can do upgrade facilities for the residents at large would be great.
- I am happy with my choice to move to Willowbrook.
- I am single and 70, no kids, grand kids all out of town. I really don't have a big use for parks and rec, so my opinions are pretty nebulous.
- I am so sorry but we never used any of your recreation offerings.
- I can't utilize all the parks you have to offer due to illness. You have many nice parks & things for young families can enjoy. Keep up the good work.
- I don't use Willowbrook facilities very often, but expect others might find the parks to be of more importance.
- I go to Downers, Burr Ridge, Darien, &

DuPage/Cook County preserves to walk with my dog, but I can't walk thru the park two blocks from my house. I'd be happy to speak at a Village meeting about this.

- I have attended a few plays downtown and really enjoyed them. I would like to attend more.
- I have enjoyed Willow Park for years.
- I have participated in activities but the Westmont Park District is more convenient for activities so we choose to go there.
- I like the fact we partner with other townships to utilize programs and facilities. Would like to see 'residency' rates applied more consistently if possible with partner communities.
- I like Willowbrook!
- I live in Lake Hinsdale Village and have available to me here many of the activities provided by the Village parks and recreation services.
- I love the Christmas party you offer. There aren't enough children's programs. Usually go to Burr Ridge. We love going to the parks and feel they are all well maintained. There are a lot more parks than I knew of, I can't wait to check out the other parks.
- I think our Village does a fine job. Only things I've ever had concerns about are waste containers at each end of Ridgemoor Park and maintenance of water fountain there.
- I think Ridgemoor Park playground is fine. Thanks for supporting the gardening club with meeting space, office assistance and park planting help. Have you considered a public use woodworking shop?
- I think that user fees should figure prominently in the fiscal management of any potential expansion. A tax increase is understandable for expansion, but keep it small. Right now, Willowbrook is an affordable community that provides a very good value for our tax dollars.
- I think the P& R Commission chairman should get a raise!
- I think the Village is doing a great job and I like that you combine with Burr Ridge. My son found great speed training for soccer through your catalog. Keep taxes low.
- I think the Village should take a look at adding sidewalks in this area and others where continuous sidewalks are not available. Also, in the past there was thought to sell the property across from Community Park. I am very opposed to the idea of selling any green space land and hope the Village is looking into green space investment.
- I wish Creekside Park would be used more often. The baseball field is beautiful and in season there are very few players or teams who practice there. The park area has been nicely improved.
- I wish we had a pool in Willowbrook.
- I would like the village to offer some senior activities, or communicate to me what senior activities I can participate in as a Willowbrook resident. I feel that the seniors are left out of the parks and recreation concerns.
- I would like to see additional programs offered by park district such as CPR, music lessons for children and adults. I do go to Burr Ridge for many activities but many times they are far too costly.
- I would love an indoor pool and fitness center. Is there any possibility to partner with 5 seasons for reduced memberships from the Village of Willowbrook?
- I'd like not have to pay nine dollars for the booklet covering the events, it's more than I can afford.
- I'd like to see an improved path around the high ground of Creekside Park, including at

the end in Waterford.

- I'd like to see more senior/mature adult social activities, discussion groups, dance/music/swim classes, board game/card events. As an older person, I feel isolated. Parks are more geared towards young parents and kids. Hardly none quiet park areas with benches to sit on, to be able to read a book outdoors. Most seating is by swing sets, loud/noisy areas.
- I'm not sure there is land for additional or larger facilities. You should probably focus on maintaining/improving what you have.
- I'm sorry that I can't use the parks very often. If I had a car, I would use it to get into some of the activities.
- In these times increasing taxes is not a good idea. But maintaining and obtaining green space for now and the future is best investment that can be made.
- Indoor meeting spaces would allow offerings like sewing, knitting crafting and other inside activities. Also meeting rooms could be rented to clubs and social groups, generating some revenue.
- Indoor swim lessons would be appreciated.
- Is there any way to improve the northeast corner of Rte 83 & Plainfield?
- Joint activities with Burr Ride are important and greatly expand our options.
- Just moved here, we do value outdoor space.
- Keep all parks policed patrolled on a regular to illustrate police presence.
- Keep up the good work and make these surveys a normal 6 month practice!
- Keep up the park clean all the time.
- Like all of us today, we need to keep costs down. Lower taxes, lower pension obligations, lower tax rate.
- Like very much what is being done!
- Live on north side, the partnership with Burr Ridge still aren't close enough due to the layout of the Village to be viable for children in this area. I think a facility on the north would attract Clarendon Hills and Westmont residents also helping offset the costs.
- Love to see health club like facility offered. Probably much less than what I am currently paying! I know that Lemont has such a facility and my friends who live there really rave about it.
- More consistent information on offerings.
- More kids programs.
- More native landscaping and prairie. Could get Boy Scout troops to do as service project for Eagle Scout project.
- More police patrolling streets for speeding.
- My concern is the Village spent money to build a building to house park trucks and I see they are used for personal use.
- My family participated in many park programs and activities when my children were young. Wally & George were excellent and their staff did a great job.
- Need more activities distributing and deliver weekly or monthly newsletter to each resident to let them know what is going on in this district.
- Need more natural areas. Plant more trees, prairie land, wooded trails & natural walk areas.
- No dog parks! People walk their dogs now and don't clean up after them. Everyone in WB has a decent size yard or common area for their animals. Field lights at Borse Memorial are sometimes left on all night! Waste of money. Maintain the pond at Borse and make that a pond for ice skating!
- No more taxes! Use what you have wisely! You can't be everything to all people!

2013-2017 Comprehensive Park & Recreation Master Plan

- No new taxes!
- Only add facilities or programs that are not readily available elsewhere, or when they can do so in a more cost-efficient manner.
- organize a planning committee of a variety of age groups, would like to see an indoor pool
- Our taxes are high enough that we only agree with maintaining facilities. If you want revenue for any improvements or additional facilities it should come from a user tax from those actually using it.
- Overall, very satisfied with parks and recreation services in Willowbrook. However, since school has begun this fall, the park at 59th and Clarendon Hills Road seems to be having many preteens and teenagers congregating to the extent resident is deciding to take 4 yr old to another park to play.
- Parks always need to be well cared for and have proper landscaping.
- Parks and recreation make this a destination place to live. Make it happen.
- Please build an outdoor swimming pool in Willowbrook. Resident is somewhat dissatisfied with the recreational offerings in Willowbrook in terms of not enough choices.
- Please continue to make recreation department guide book, I find it handy to refer to. I'd like you to add social dancing for adults and Tai Chi to your program offerings.
- Please don't spend a lot of money!
- Please don't take garage sale signs down
- Please tell me more about the above survey and what you would really want to accomplish.
- Purchase private property for additional green space for program expansion - tennis courts, parking, bocce courts, etc.
- Resident doesn't feel the Village of Willowbrook needs to upgrade recreational space or add additional recreational programs or services since they partner with the Burr Ridge Park District due to the fact the Burr Ridge PD offers many recreational opportunities. Keep sending the Village of Willowbrook seasonal brochure to advise resident of Willowbrook offerings.
- Resident feels Willowbrook should partnership with Hinsdale, Clarendon Hills, Burr Ridge, and other surrounding communities to share usage to their facilities rather than building stand alone facilities in Willowbrook. Resident is all for enhancing recreational activities in a joint collaborate effort.
- Resident is not satisfied with the Village of Willowbrook recreational offerings for her children. That is why the family utilizes multiple Park District programs. Additionally, resident is upset because family has to pay nonresident fees which are high. Would also like to see Willowbrook open a community center where special events can be hosted. Resident feels this could also generate income for the Village of Willowbrook.
- Resident is somewhat dissatisfied with parks as most of the parks have old park equipment which has not been updated. Also, the Village has already taken down playground equipment in some parks for the winter when it is still nice weather. Additionally, the Village of Willowbrook has very few recreational offerings on their own without the partnership with Burr Ridge Park District.
- Resident is very pleased with parks and park facilities. Resident is unhappy with Village's recreational program offerings. Feels there is not enough selection of activities for school aged children. Therefore, family

goes to other suburban Park Districts for recreational activities. Also, feels it very important to allow dogs to be able to be in parks on leashes with family members.

- Resident is very upset with problems associated by living next door (on perimeters) of Midway Park and ball field. Noise, garbage, litter, blinding sports field lights, traffic, driveway blockage, etc. have made this a nightmare for resident and family. See comments under park dissatisfaction. House has been appraised from Village for Village purchase. Resident would sell house in a minute if she would receive a fair market value for this house. Resident is extremely upset with living with this park problem situation.
- Resident upset as she signed up for a class through the Village and when class was cancelled, she requested a refund. At that point, she was told the request had to go before the board. Later, she was sent a \$2 refund check which was nowhere near the price of the class. Resident hasn't signed up for another desired class since.
- Resident wanted me to document her concern with mosquito abatement service in this Village of Willowbrook survey even though this survey pertains to parks and recreation vs. just village issues. Resident states she has contacted both the Village of Willowbrook and their mosquito abatement service to obtain information on spray dates in her residential area. The response all summer and fall was their area was not on the list for mosquito abatement. Issue never resolved. Please help.
- Resident would like to see Willowbrook provide an indoor walking track, People can use Darien Park district walking track for free. However, oftentimes, the Darien walking track is not available for use if sports teams are using it. People do not know this ahead of time. Also, resident feels Willowbrook is a dangerous place to walk outside in the winter as septic pump drains are pumped into the street, the water gushes out, and people fall. Resident broke her wrist walking outside this way a couple years ago.
- Skating rink outside would be great, not just the Willowbrook pond. Need park near 63rd and Clarendon Hills road so kids don't have to cross major streets.
- Sure would love to see the Village attempt to obtain an easement on the vacant lot (owned by Mr/Mrs Fenll) so that future residents of Martin Drive could have easy access to Ridgemoor Park, as the residents of Brenton Lakes Drive have.
- survey is too long-
- Tennis courts in Tony & Florence Park!!!
- Thank you for offering a survey for my opinions. Please don't raise property taxes to achieve your goals.
- Thank you very much for taking care of all the seniors.
- The parks are wonderful. The best thing about our Village is the offering of parks and services yet, the lowest taxes!! That is key.
- The property taxes have sky rocketed the last several years while property values of been reduced by six figures. Village employee salaries are much higher than the private sector and are growing at a 12-14% rate stated in a recent public release. Raising taxes for park districts would only put an additional burden on property owners.
- The reason we don't use the park so much anymore is because my child is older. Participated in many programs thru Burr Ridge Park District when child was younger.
- There are enough parks and do not meet

expectations.

- Though my kids are now grown, we always had to go to other towns and organizations to find the programs we needed. There was never a connection between Willowbrook and the north side of the Village. Did most programs through Clarendon Hills and Westmont. There was never a park building for the kids to go to. For that we used Westmont and Oak Brook
- Very happy with parks. Only moderately satisfied with recreational offerings.
- Very nice place to live.
- Very pleased with offerings of park & rec services. Being able to utilize Burr Ridge parks and rec is great. Having a good parks and rec is important to property value but we also like having low taxes.
- Village of Willowbrook overlaps with the Burr Ridge community Center. So I think you should combine both programs.
- Walk my dog on the sidewalk outside of the park because dogs are not allowed in parks.
- We are new to the area, one of us is retired, and the other still works. We are very active for our age
- We do not need anything that will increase taxes already taxed to the limit!
- We have open space in our area and do not use parks. Gateway is essential and increased contribution from the Village is fine with us.
- We like to enjoy the parks with our grandchildren. Would like to see the Village and a community pool & aquatic center.
- We live at the north end of the Village, so distance creates a disconnect from what I would consider the heart of town. Keep up the great work buy many of the contemplated Village priorities don't appeal to my wife and me.
- We live in the Lake Hinsdale village, we have tennis courts and a swimming pool. A nice sidewalk around our lake, we really don't need municipal parks for our recreation.
- We love the outdoors and travel a lot.
- We may be or look old to some people who see us, but the only medication we take is in caring for AND with, each other!!!...and keeping physically active by traveling locally and thru the good 'young' USA!!!
- We need more kid's events!
- We need sidewalks in the neighborhood near Midway & Borse Parks. People have to walk in the street with small children in order to get to the park. I think that they should have a new facility at Midway Park location. It would be nice to have senior activities there for those that can't travel to Harvester Park. There could also be activities for preschoolers.
- We really need more indoor facilities for classes plus exercise fitness equipment. A pool/exercise class would be useful also. Not everyone can afford a health club.
- We seem to have to use Burr Ridge or Darien for most things via their Park District. Either build up Willowbrook or partner with them so we can get 'resident' rates.
- We're older and don't use the facilities so can't comment, used Darien for fitness class, a bit cheaper.
- Whatever you decide, No tax hikes to meet people's requests & suggestions, Prioritize them Comply only if you have budget, Must safety, accessibility & cost, in mind
- Whatever you do better not raise taxes.
- When my children were in grammar & high school, we used the parks & associated activities a great deal. Now that they are in college, not so much. I'd like to participate

in more activities but can't because of schedule conflicts. My husband would love more golf programs

- When working full time and college age children, it's difficult to participate in the programs, however, we do enjoy the parks.
- Will be increasingly interested in senior activities. I have been impressed with quality of programming and personnel with parks and rec in Willowbrook.
- Willow Pond is ideally suited for skating, the aerators installed were the worst idea ever. We were told they were there so fish wouldn't die, which is ridiculous. What happens to all fish in winter? I grew up skating on that pond when it was much, much shallower and we would watch the fish swimming under the ice while we skated. Bring back the skating pond, many neighbors feel the same way.
- Would be nice to have greater use of Hinsdale South facilities.
- Would like to see a greater police presence in the parks as well as in the community at large due to additional problems that have been occurring within the community.
- Would like to see a swimming pool built in Willowbrook and greater police presence and money spent on safety vs. building new recreational facilities.
- Would like to see additional art classes for the 9-13 yr age group specifically girls
- Would like to see an additional streetlight at Farmingdale Terrace Park and on that street. It is very dark in that area.
- Would like to see community planning meetings. Also, additional bike paths in Willowbrook are extremely important to resident.
- Would like to see more recreational offerings for people in their 50's. Most

recreational offerings are geared toward young children.

- Would like to see the Village of Willowbrook build a community activity center
- Would like to see Village of Willowbrook build an indoor or outdoor pool and fitness center. Resident is frustrated because she frequents a variety of different suburban park distinct facilities for recreational activities that Willowbrook does not offer. Also feels Village has plenty of money to finance projects without taxing residents or asking for grant money in addition to Village financing some of the costs of upgrading.
- Would love to see more children and family activities to bring young families in our community together. We love the yearly touch a truck event. I think you could get more stay at home moms to attend classes if there was childcare and activities.
- Would love to see the Village of Willowbrook create a splash pad for kids.
- Would love to see Village of Willowbrook build a swimming pool.
- Yoga and other exercise classes are of interest but scheduling does not fit my needs.
- Your programs appear to be excellent. My family is grown and I do not participate. Sorry I can't help.



October 27, 2016

Mr. Tim Halik,
Village Administrator
Village of Willowbrook
835 Midway Drive
Willowbrook, IL 60527

RE: Professional Services for a 5 Year Comprehensive Master Plan Update
(Proposal Number: 16-2845)

Dear Tim,

Design Perspectives, Inc. and our sister firm, Public Research Group, is pleased to submit this proposal for a significant update to the 2013-2017 Comprehensive Parks & Recreation Master Plan we prepared several years ago. We view this project as a significant update with an emphasis on a community survey, capital improvement planning and new goal and objectives development for the next five years.

Project Tasks & Approach

The Design Perspectives, Inc. team has broken the following items above into a series of steps to be included as professional services in our base fee for the project.

SCOPE OF SERVICES:

A. Project Start Up & Goals & Objectives Formulation

Design Perspectives will meet with the agency staff to fully define the work plan, including initial goals & objectives, as it relates specifically to the task, along with finalizing the schedule. The purpose of this start up meeting is to establish project and meeting schedules as well as request documentation. We will also work with staff to identify special interest group members.

Total number of meetings for this step: 1

B. Survey

Public Research Group will administer a community based parks and recreation needs assessment survey. We believe a survey is a valuable tool to provide validity to any decision that could impact the community. By using this tool, staff and elected officials can feel confident about making decisions based on real, relevant data. A sample size of 250 total household returns will be sufficient for the size of your agency for a 95% confidence level and +/-5.9% confidence interval. We will utilize a survey of up to 15 questions in length to gather data from the questionnaire.

The breakdown includes:

Mail survey:	Target return rate is 200 responses
Telephone survey:	Target return rate is 25 responses
E-mail survey:	Target return rate is 25 responses

We will then layer the data between the survey results to formalize a stronger confidence in the survey findings.

Total number of meetings for this step: 1

C. Site Inventory & Recreation Analysis

Design Perspectives will review the existing conditions of the Parks & Recreational facilities and programs. We will collect available material in terms of physical, social and environmental importance. We will evaluate the actual and projected recreational trends, population growth, and expected levels of service for the community.

D. Commission Visioning Meeting

Public Research Group will facilitate a meeting between the Superintendent and the Commission members to discuss the current state and the future vision of the parks & recreation department. Specific goals and objectives will be generated from the meeting.

Total number of meetings for this step: 1

E. Community Special Interest Groups Meeting

Public Research Group will bring key representatives of several different special interest groups together to identify and prioritize issues, needs, partnership opportunities and funding alternatives. This often helps them see the big picture and how their group fits into the future vision of the agency.

Total number of meetings for this step: 1

F. Community Input Session

Public Research Group will host a public meeting will be held to gather ideas and listen to concerns.

Total number of meetings for this step: 1

G. Conceptual Planning

Design Perspectives will update the conceptual park site plans for capital improvements for each park site. The renovation plans will be conceptual in nature and provide only enough information to determine its best and highest use. We will also prepare a cost estimate for each park.

Our team utilizes a different methodology in calculating level of service. We have developed QOS Analysis to best determine actions when gaps in service areas are identified. QOS stands for Quality of Service and is a mixture of three indicators; quantity, quality and cost. Cost is the key ingredient to the matrix. The return on investment versus the cost is what many decision makers grapple with when facing many priorities with limited finances. Our analysis allows the agency leadership to prioritize level of service with return on investment. This is a powerful combination when based on community involvement.

H. Capital Improvement Plan Development

Design Perspectives will develop a set of criteria for an update to the five year CIP Plan to be included in the plan.

I. Analysis of Findings & Plan Development

Design Perspectives will compile all relevant data from the interest group, community wide meeting, visioning session and survey data into a comprehensive plan document including goal and objective development. We will also prepare a realistic capital improvement plan for a five year period. We will also present this information to your Commission at a regular scheduled meeting. This will be a key component for successful adoption.

Total number of meetings for this step: 1

SCHEDULE:

The project is anticipated to commence in January 2017 and the schedule is tentative.

Task	Month
A. Project Start Up & Goals & Objectives Formulation	January 2017
B. Survey	February 2017
C. Site Inventory & Recreation Analysis	March-April 2017
D. Commission Visioning Meeting	April 2017
E. Community Special Interest Groups Meeting	April 2017
F. Community Wide Meeting	May 2017
G. Park Conceptual Planning	May 2017
H. Capital Improvement Plan	May 2017
I. Analysis of Findings & Plan Development	June 2017

FEES:

The Firm of Design Perspectives, Inc. has broken the project into a series of steps that we have included as professional services for this project effort. The scope below has been broken down with a lump sum fee approach for each task. The total contract to complete items A-I is \$12,500. It includes reimbursable expenses. Any work outside of the services listed in this proposal will be handled on an hourly basis with a budget allowance approved by the Client prior to commencing the work.

Task	Lump Sum Fee
A. Project Start Up & Goals & Objectives Formulation	\$500.00
B. Survey	\$4,500.00
C. Site Inventory & Recreation Analysis	\$1,000.00
D. Commission Visioning Meeting	\$250.00
E. Community Special Interest Groups Meeting	\$500.00
F. Community Wide Meeting	\$500.00
G. Park Conceptual Planning	\$1,000.00
H. Capital Improvement Plan	\$2,250.00
I. Analysis of Findings & Plan Development	\$2,000.00
Total MP Fees:	\$12,500.00

2017 HOURLY BILLING RATES:

Principal:	\$150.00 per hour
Project Manager:	\$125.00 per hour
Planner/Designer:	\$95.00 per hour
CAD Drafter/GIS:	\$75.00 per hour
Administrator:	\$35.00 per hour

An hourly rate will apply for any additional work requested in writing by the Client.

This fee proposal will expire after December 16, 2016 unless properly executed.

If the above scope of work and terms are acceptable, please sign below and return one copy. An executed copy of this proposal will serve as our binding agreement between both parties.

Authorized Signature
Village of Willowbrook

Date



10/27/16

Mr. Tod J. Stanton, President
Design Perspectives, Inc.

Date

TERMS & CONDITIONS:

- A. Standard of Care – The standard level of care for professional services performed by Consultant under this Agreement will be the skill and care used by members of Consultant's profession practicing under similar circumstances at the same time and locality.
- B. Indemnification – Client and Consultant each agree to identify and hold harmless, and their respective officers, employees, agents and representatives, from and against liability for all claims, losses, damages and expenses, including reasonable attorney fees and court costs, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors or omissions. In the event claims, losses, damages or expenses are caused by joint or concurrent negligence of the Client and Consultant, they shall be borne by each party in proportion to its negligence. All claims shall be limited to the contract value for this Agreement's scope of service.
- C. Dispute Resolution – Client and Consultant agree that they shall first submit any and all unsettled claims, counter claims, disputes, and other matters in question arising out of or related to this Agreement to mediation in accordance with industry rules of American Arbitration Association, effective as of the date of this agreement.
- D. Termination of Contract – Client may terminate this Agreement with seven days prior written notice to Consultant for convenience or cause. Consultant may terminate this Agreement with seven days prior written notice to Client. Upon written termination, all project related material will be turned over to the Client upon request when payment has been made up for all work up to request of termination. Failure of Client to make payments when due shall be cause for suspension of services and ultimately termination.
- E. Opinions of Cost – When included in Consultant's scope of services, estimates of probable construction cost are prepared by Consultant to represent judgment as a professional generally familiar with the industry. Consultant makes no claim to control these associated costs and may vary from Consultant's estimate.
- F. Force Majeure – Neither party shall be deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without negligence.
- G. Ownership of Documents – Use of the documents by Client without permission shall be at the Client's sole risk. All information generated from this agreement is considered proprietary by the authors and shall not be shared with third parties without prior written approval.
- H. Payment – Prompt payment is expected. All payments are to be processed and paid net 30 days. All payments beyond 30 days past due will be subject to interest of 3% per billing cycle for all unpaid balances due.