

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, FEBRUARY 3, 2009, AT THE WILLOWBROOK VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Vice Chairman Douglas Stetina called the meeting to order at the hour of 7:32 p.m.

2. ROLL CALL

Those present at roll call were Commissioners Laurie Landsman, Carol Lazarski, Ronald Kanaverskis and Vice Chairman Stetina. ABSENT: Commissioner Karin Miller and Chairman Richard Cobb. Also present was Superintendent of Parks and Recreation Walter Righton and Village Administrator Phil Modaff.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – January 6, 2009

MOTION: Made by Commissioner Lazarski, seconded by Commissioner Landsman, to approve the minutes of January 6, 2009.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

4. CORRESPONDENCE

Superintendent Righton referred to a letter from the Maercker School District Fund Raising Committee and in response to their request the Parks & Recreation Department is sending them a gift certificate for a Fishing Birthday Party.

Vice Chairman Stetina received a thank you letter from Hinsdale Community Service for the boxes of food and toys from the Childrens Holiday Party.

5. VISITOR'S BUSINESS

There were no visitors.

6. REPORTS

A. Presentation of Village FY09-10 Proposed Budget

Administrator Modaff presented an overview to the Parks Commission of the Village FY09-10 Budget. He noted that this is a unique year with regard to finance issues and the uncertainty that is coming with it in the future. This budget maintains all existing services, no reduction in services or elimination of programs or staffing. The proposed budget offers 193 days of operating expense for the General Fund. This assumes the Village would generate revenue from the Red Light Enforcement Program. In the event the Village does not receive a penny from the Red Light Enforcement Program, the worst case scenario is that the Village will end up with a fund balance of 182 days. Administrator Modaff advised that the Village is in good shape for several years but the day is coming based on the projections when new revenue sources will be necessary.

Administrator Modaff provided a summary for the Parks Commission of each of the Village's operational funds including the 5-year and the 15-year projection plan. He also reviewed some of the options for additional revenues.

There were two issues directly related to Parks & Recreation discussed by Administrator Modaff. The first issue is Recreation Supervisor George Scukanec suggested for something to give the residents and park users a break and to maybe increase interest and loyalty in our park programs by offering people a break on registration for any of our programs in the coming fiscal year. We might be able to tell people that times are tough and the time to be recreating with your family is now more than ever. People are staying home and not taking long vacations; look what you can do with the Willowbrook park system. Administrator Modaff advised he is going to propose minimally a 25% slashing of our registration fees maybe even up to 50% for one year. Even if prices are slashed for one year, we would lose only \$14,000 which is only two-thirds of one day of operating expenses. He felt it was a good way to tell people to take another look at our programs and introduce people who have not invested in the parks programs before and telling residents we understand the hard times they are going through. Administrator Modaff requested the Parks Commission feedback on this idea before it is taken to the Board. The consensus of the Parks Commission was this was a very good idea.

Administrator Modaff noted that if the Board approves it, we will develop a marketing campaign for the program discount via our newsletter, via our website, via our cable station and probably via direct mailing. Commissioner Lazarski asked if this would be on all the programs. Superintendent Righton responded it would be just for the programs the Village administers.

Superintendent Righton further informed the Commission the proposed budget anticipates the contribution to the Seniors Program will be increased to \$12,000 and we could freeze the Co-Rec Softball fees for 2010.

Administrator Modaff noted the basketball court at Community Park was done this summer. One of the issues we faced during last year's budget process was we thought the estimate for that project was a little dated and by the time we took it out of the five year plan and put it in this year's plan, the cost went from \$40,000 and we had to increase it to \$84,000. Superintendent Righton worked to get the cost down to \$69,000. In addition, Superintendent Righton worked with the engineers to get every program and project re-estimated with real engineering numbers. In the coming year, FY2010, we were only planning to spend \$74,000 on the new playground in Waterford. However, in the next year, we had several projects that we thought were going to cost \$260,000, and in fact they will cost almost \$475,000, based on more accurate engineering estimates. The most significant ones being the Community Park ball field lighting instead of \$81,000 it will be \$140,000 and the Community Park parking lot expansion instead of \$40,000 it will be \$200,000. The net impact over five years what we thought was going to cost \$495,000 will cost \$750,000. Administrator Modaff advised that after this year, decisions will have to be made; either find more money or rethink some of the projects. He suggested the Parks Commission for next year think about the Community Park ball field lighting because if the lights are built, the parking lot would have to be built.

At this time, Administrator Modaff left the Parks Commission meeting.

Superintendent Righton provided an overview of the Parks Department budget for the Commission. He noted there was a budget decrease of 6.5% primarily due to the smaller expenditure on capital projects. Additionally, some economies are being anticipated in landscaping and maintenance programs. One of the things scaled back was the anticipated increase in the landscape maintenance program and moved the anticipated increase down to 3%. Existing facilities and services will be offered as in the past. The budget anticipated seal coating of the Community Park parking lot and paths and the Willow Pond parking lot. This project is being coordinated with Municipal Services with the anticipated seal coating at the Village Hall in order to obtain the best possible pricing. This work will be done on a three year cycle versus every other year. The budget also includes \$12,800 for make the parks more accessible and these costs will be covered by the special recreation tax. The budget includes an additional \$2,500 for continued participation in the Seniors and Trip Cooperative Program along with Burr Ridge and Countryside. It includes about \$5,500 to cover additional ADA accommodations for Willowbrook residents in regular recreation programs based on our past year's assistance. Capital Improvements for this year includes \$74,000 for the Waterford Park playground, \$2,600 for security lighting improvements at Community Park around the building and at the old toilet building, \$2,500 for the first phase of installing safety signage as recommended by IRMA.

B. Waterford Playground Planning Group

Superintendent Righton advised the Parks Commission that the playground planning group would be meeting the following Wednesday, February 11.

C. Park News in Brief

Superintendent Righton highlighted some items that were noted in the Administrator's Report:

- Superintendent Righton recently completed arrangements with the two youth groups seeking field permits for their practices at Waterford Park this summer.
- Included photos of Waterford Park under water following the heavy rains after Christmas; the water went down the next day.
- The pads had been poured and we are waiting for the bike racks being supplied by a County grant.
- Superintendent Righton, as Willowbrook's representative, received approval of the Gateway Board of the list of the expended or anticipated spending of funds from the Special Recreation Tax funds for Tax Years 2007 and 2008.

7. OLD BUSINESS

A. Movie Selection Committee

Commissioner Landsman informed the Commission that she had picked out two movies, Bolt and Wall-E, but had not as yet discussed these with Commissioner Miller. Superintendent Righton asked Commissioner Landsman to send this information to him via email.

B. Selection of Holiday Party Date

The consensus of the Parks Commission was to keep December 6, as its first choice date for the Children's Holiday Party. Superintendent Righton indicated the request to Hinsdale South High School would be sent in immediately.

8. NEW BUSINESS

Vice Chairman Stetina advised that he had seen somebody in a red suit in Willow Pond and the Fire Department was there. Was this some kind of test? Superintendent Righton responded that it was ice rescue training being done by the Tri-State Fire Protection District.

9. ADJOURNMENT

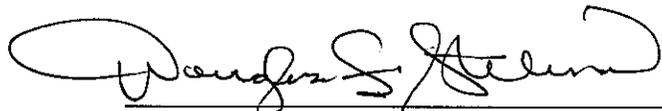
MOTION: Made by Commissioner Landsman, seconded by Commissioner Kanaverskis, to adjourn the regular meeting at the hour of 8:55 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

4-7- _____, 2009



Chairman

Minutes transcribed by Mary Partyka.