

MINUTES OF THE RESCHEDULED REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, FEBRUARY 2, 2010, AT THE WILLOWBROOK HOLIDAY INN, 7800 SOUTH KINGERY HIGHWAY, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Richard Cobb called the meeting to order at the hour of 7:35 p.m.

2. ROLL CALL

Those present at roll call were Commissioners Laurie Landsman, Ronald Kanaverskis, Doug Stetina, Ramona Weigus and Chairman Cobb. ABSENT: Commissioner Carol Lazarski. Also present was Superintendent of Parks and Recreation Walter Righton.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – December 1, 2009

MOTION: Made by Commissioner Kanaverskis, seconded by Commissioner Weigus, to approve the minutes of December 1, 2009.

ROLL CALL VOTE: AYES: Commissioners Kanaverskis, Weigus, Stetina and Chairman Cobb; NAYS: Commissioner Landsman; ABSENT: Commissioner Lazarski

MOTION DECLARED CARRIED

4. CORRESPONDENCE

A. Request from Maercker District 60 Fun Fair Committee

Superintendent Righton informed the Commission that the Maercker District 60 PTO requested a donation to be included in a raffle as part of their fundraising efforts. He recommended making the same donation as the previous year, a Fishing Birthday Party. The Parks Commission concurred with Mr. Righton's recommendation.

5. VISITOR'S BUSINESS (comments limited to three minutes per person on only items that are on the agenda)

None.

6. REPORTS

A. 2009 Children's Holiday Party – Final Report

Superintendent Righton reported that the Children's Holiday Party was a very successful event and several residents expressed their appreciation to him for the party. He thanked the Commission for their hard work in making the party the success it was. Although the contributions toward the party were up over \$400 from the previous year, the attendance number was down by 20 from last year. There are enough gift bags, table coverings and Polaroid film leftover for next year.

The Parks Commission agreed that if the attendance drops to 40-50 children, they would have to consider eliminating the Childrens' Holiday Party. Mr. Righton concurred and related that he has a standing offer from the Burr Ridge Park District to combine our event with their Breakfast With Santa. However, Mr. Righton felt the party is an event that is unique to the Village.

The Parks Commission felt we should consider a different approach to advertising for the party. Mr. Righton was asked to investigate the cost of mailing postcards for the party similar to ones that were recently mailed out for the Village's 50<sup>th</sup> Anniversary Birthday Bash.

B. Park News in Brief

Superintendent Righton provided a highlight of the Parks News:

- The Winter/Spring Fun Guide was mailed on schedule on December 17. This season marks the conclusion of the Recreation Stimulus Program. Enrollment is proceeding normally.
- Nine (9) Willowbrook residents participated in Gateway Special Recreation Association summer programs for a total of 848.5 service hours, which averaged over 94 hours per person.
- The new bike racks were installed earlier this month at the Village Hall, Community Park and Prairie Trail Park as part of the DuPage County bike rack grant program.
- The old Waterford Park playground equipment was removed last summer; it was donated to Kids Around the World. This organization repainted the old equipment and it now appears destined for a location in Iraq this spring.

C. Budget Update

Superintendent Righton informed the Commission that Administrator Maholland had received direction from the Village Board to prepare the FY10-11 budget documents and a five-year plan anticipating continuation of basic services and facilities for each Department. Mr. Righton reviewed the Parks and Recreation budget as follows with the Commission.

**FY10-11 Budget**

The Waterford Park tennis court renovation is the only capital item that remains in the proposed Parks and Recreation Department budget for FY10-11. The adjustments to the budget that were made are postponement of the Community Park backstop project, elimination of the movie nights and a slight reduction in goose control.

The proposed Parks budget was presented to the Finance/Administration Committee who supported the adjustments made by Staff. The Committee suggested some minor changes that have been incorporated into the final document to be reviewed by the entire Board.

**Five-Year Plan**

Superintendent Righton reported that he had obtained proposals from reputable contractors for the Community Park backstops and Waterford Park tennis courts projects. The proposals were significantly lower than the earlier budget estimates from the Village Engineer and the revised figures are now part of the planning documents. Long range planning includes:

- Routine seal coating the asphalt paths and parking at Willow Pond and Community Park as well as routine seal coating of the Community Park basketball courts in FY12-13.
- Routine seal coating the Waterford tennis courts in FY14-15.
- Gazebos remain in the plan for FY11-12, FY12-13, FY13-14 and FY14-15. Also anticipates playground renovations in FY12-13 (Ridgemoor Park) and FY13-14 (Willow Pond).
- The Community Park backstop project has been moved to FY11-12. If the fence fabric totally fails before FY11-12, Mr. Righton will bring that to the immediate attention of the Village Board.
- The parking lot expansion and addition of ball field lights at the Community Park have been completely removed from the five-year plan, in following the direction of the Village Board that no new capital projects are currently being contemplated other than the ones listed in the revised five-year plan..

D. 50<sup>th</sup> Anniversary Committee Activities Related to the Parks and Recreation Department

Superintendent Righton informed the Commission that at the December 2, 2009 meeting of the 50<sup>th</sup> Anniversary Committee, Recreation Supervisor George Scukanec and Superintendent Righton presented a concept of two activities that the Parks and Recreation Department could undertake as part of the Village's celebration this year. The Committee was interested in Mr. Scukanec's proposal and these activities are expected to be funded by the Committee. Mr. Righton advised the Commission he will forward more information as it becomes available.

7. OLD BUSINESS

None.

8. NEW BUSINESS

None.

9. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Weigus, to adjourn the meeting at the hour of 9:00 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

\_\_\_\_\_, 2010

---

Chairman

Minutes transcribed by Mary Partyka.