

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, OCTOBER 19, 2010, AT THE VILLAGE OF WILLOWBROOK, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Superintendent Righton called the meeting to order at the hour of 7:31 p.m.

2. ROLL CALL

Those present at roll call were Commissioners Laurie Landsman, Carol Lazarski, Ronald Kanaverskis, Doug Stetina, Ramona Weigus and Richard Cobb.

ABSENT: None.

Also present was Superintendent of Parks and Recreation Walter Righton and Debra Peterson, Recreation Program Specialist.

A QUORUM WAS DECLARED

3. INTRODUCTION OF RECREATION PROGRAM SPECIALIST

Superintendent Righton introduced Debra Peterson who accepted the position of Recreation Program Specialist for the Village of Willowbrook. Debra has a Master's degree in Recreation Administration from George Williams College and also holds a Bachelor's degree in Sports Management from Lewis University. She was selected from among 48 applicants and will be working approximately 8-10 hours a week on projects and programs for the Parks and Recreation Department.

4. APPROVAL OF MINUTES – September 7, 2010

MOTION: Made by Commissioner Landsman, seconded by Commissioner Weigus to approve the minutes of September 7, 2010.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

5. CORRESPONDENCE/COMMUNICATIONS

Superintendent Righton informed the Committee that although the Village Board received the Plan Commission' recommendation for the open space project, Attorney Hennessy advised that a resolution should first be adopted to establish the necessity for the acquisition of the identified land for public use. Once that is completed, (hopefully by the October 25, 2010 Board meeting) then staff can start working with the Park Commission on this project.

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

None.

7. REPORTS

A. Park News in Brief

Superintendent Righton provided the following highlights:

- The Parks and Recreation Holiday Party Contribution letters have been mailed to area business. The proceeds will assist in offsetting the cost of the gifts. The “Rope Warrior” has been contracted in hopes of having a higher profile entertainment, the attendance will be larger.

Superintendent Righton contacted Balances Institute of Gymnastics (B.I.G.) to inquire if they would like to donate to the Holiday Party, as they have done so in the past. Last week we received a \$200.00 check from them.

- Superintendent Righton and Recreation Specialist Deb Peterson have begun preparations for the Winter/Spring programs. A meeting was held with representatives from area park districts to share ideas for cooperative events and classes. The anticipated mailing date for our Winter/Spring Fun Guide is December 10, 2010.
- The Parks and Recreation Department sponsored a free Special Recreation Fishing Day on Saturday, September 25, 2010. Fifteen participants from the Gateway Special Recreation Program attended. This event was held at Willow Pond and everyone seemed to have enjoyed themselves!

B. Recent Park Maintenance

Superintendent Righton reported that restoration work of the grassy area that was affected by the recent completion of the Waterford Tennis Court project was completed.

Willow Pond’s fishing pier was recently re-sealed and should be maintenance free for the next two-years.

Community Park had an issue with asphalt settling between the two ball fields which created a “trip” hazard. This was fixed by lowering the box so it was flush with the asphalt.

Playground mulch was delivered and spread at Community Park recently. This project needed to be completed due to the weight of the mulch floats and during heavy rain storms some of the mulch was actually found on Midway Drive.

8. OLD BUSINESS

A. Children’s Holiday Party Planning

Superintendent Righton reviewed an updated checklist for the party. The Commission has begun to purchase gifts for the party. Commissioners Stetina and Landsman reported

that once again the Willowbrook Walgreens has been very cooperative in this effort and they seem to be the best bargains for us.

9. NEW BUSINESS

The Commission reviewed the information regarding the FY 2011-12 Budget Planning for the Parks and Recreation Department. He advised that Parks will be again looking to stretch available funds due to budget constraints. He proposed the following:

- Continue the existing recreational services, park maintenance, and landscape services.
- Include one (1) Movie night.
- The Community Park Backstop Renovation Project (since it was removed from last year's budget).

10. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Lazarski, to adjourn the meeting at the hour of 8:22 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2010

Chairman

Minutes transcribed by Debbie Hahn.