

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, MARCH 1, 2011, AT THE WILLOWBROOK VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Superintendent Righton called the meeting to order at the hour of 7:41 p.m.

2. ROLL CALL

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

ABSENT: Commissioner Laurie Landsman.

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

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – February 8, 2011

The Commission reviewed the Parks and Recreation minutes from February 8, 2011.

MOTION: Made by Commissioner Kanaverskis, seconded by Commissioner Lazarski to approve the minutes of February 8, 2011.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

4. CORRESPONDENCE/COMMUNICATIONS

- A. Superintendent Righton advised that Commissioner Lazarski indicated to him that Community Bank of Willowbrook might be interested in making a donation to the Village of Willowbrook Parks & Recreation Department's Easter Egg Hunt. Superintendent Righton submitted a request letter and recently received a donation check of \$200.00. He thanked Commissioner Lazarski for her involvement in obtaining the donation.

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

No visitors.

6. REPORTS

A. Park News in Brief

Superintendent Righton and the captains of the 2011 Softball League had their organizational meeting on February 15th. The Tuesday and Wednesday night leagues are expected to be at full capacity, which is the first time in three years. Games begin May 3rd and 4th.

Summer Program Planning - Recreation Specialist Deb Peterson and Superintendent Righton have begun the process for the 2011 Summer Program guide. The anticipated guide will be mailed around April 8th, which is two weeks earlier than last year. This will assist in getting earlier registrations and better working relationships with other park agencies that the Village works with.

Ms. Peterson explained that there are six (6) new activities this year, in hopes of getting more adult involvement. They are:

- Kettle Bell – a new form of exercise
- Low Impact class for seniors
- Speed, Strength and Power – for high school students to assist with agility and other uses for their sports
- Movie Nights – the movies will be “Despicable Me” and “Toy Story 3”

Ms. Peterson also advised that the 2011 Summer Program guide is approximately 85% complete. Superintendent Righton and Ms. Peterson will be meeting next week with the other park agencies to see what programs they will be offering.

Waterford Playground Equipment - Superintendent Righton recently inquired on the final destination of the old playground equipment that was removed from Waterford Park and donated to Kids around the World. He was advised that the equipment was recently delivered to a town in northern Iraq and will forward some pictures once the playground is assembled.

Other Business - 2011 Holiday Party - Superintendent Righton submitted a request for the holiday party and the activity has been approved by Hinsdale South High School.

Superintendent Righton has a meeting with representatives from the BRW Softball, including their new president Julie Burke on March 14th. At that time, Superintendent Righton will review the agreement regarding the use of fields, tournament details and expectations of the league. Commissioner Lazarski asked if the league still is making payments to the Village for the concession stand construction project. Superintendent Righton advised that it was a ten (10) year

agreement at \$6,600.00 per year and they have six more years of annual payments.

- B. FY11-12 Budget Planning – The Budget Workshop is scheduled for Monday, March 21, 2011. Each department’s budget will be submitted. The Board will consider each one. A brief review of each budget is conducted.

At that time, a list of discretionary items will also be considered. One of the items is the park signs (in the event we get the grant from the Illinois Department of Commerce and Economic opportunity). The other item that Superintendent Righton has been asked to present was budget estimates for the Village to conduct a community event, similar to the 50th Anniversary’s Family Fun Day. Superintendent Righton has researched the costs involved to conduct this type of event without any monetary donations.

7. Old Business

A. Park Entrance Signs

Superintendent Righton updated the Commission with his research of the park entrance signs. He requested an updated price list from five (5) vendors for wooden signs. To date, only one (1) proposal (from Van Bruggen Signs) has been received, however the remainder are expected to be received before the next meeting on April 5th. The vendors were given a uniform specification list so that the proposals are comparable when they are received.

Commissioner Weigus went on to each of the vendor’s websites to get a visualization of the different types of signs they offer. She felt Western Remac had nice signs, Impact Signs seemed fine but plain and very similar to the type of signs the village already has. Van Brueggen Signs were very colorful and had a lot of depth to them. American Signs were just the routed signs and not sandblasted signs.

Commissioner Kanaverskis inquired why the cost to remove the old signs was \$700. He proposed that the village attempt to contact our village disposal company to dispose of them for us. Superintendent Righton advised that for budgetary purposes he added the \$700 dollar figure (14 signs x \$50 each). Superintendent Righton will check into getting the signs disposed of through the disposal company.

Superintendent Righton inquired as to which type of sign the Commission was leaning toward and reminded them that the two signs at Community Park would be approximately 25% more due to the larger size.

Superintendent Righton is waiting for the revised proposals and reminded the Commission that the currently costs are just preliminary figures until all updates are received.

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Weigus, to adjourn the meeting at the hour of 8:07 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2011

Chairman

Minutes transcribed by Debbie Hahn.