

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, SEPTEMBER 6, 2011, AT THE WILLOWBROOK VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Cobb called the meeting to order at the hour of 7:33 p.m.

2. ROLL CALL

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

ABSENT: None.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – AUGUST 2, 2011

Commissioner Lazarski asked that under #4 Parks, paragraph 3 delete the word “instructed” and replace with “suggested”.

Commissioner Lazarski asked that #5C, second sentence be deleted.

MOTION: A Motion was made by Commissioner Weigus, seconded by Commissioner Schuurman to approve the August 2, 2011 minutes, as amended.

ROLL CALL VOTE: AYES: Commissioners Cobb, Kanaverskis, Landsman, Lazarski, Schuurman, Stetina, and Weigus. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

4. REPORTS

A. Park News in Brief

Superintendent Violante advised that the last Movie in the Park was held on August 18, 2011 at Borse Community Park. The movie shown was “Toy Story 3”. Approximately 60 people were in attendance. Thanks to Commissioner Stetina for coming out to the movie.

The Co-Rec Softball League came to an end in mid-August. Superintendent Violante is waiting for the captains to return their surveys to determine if any enhancements or changes need to be made to next season’s rules/policies.

Registration has begun for the fall season. The Fall Fun Guide is on the Village of Willowbrook website. A school version was distributed to students at Gower Elementary School. The Burr Ridge Park District and Indian Prairie Library have also received copies of the Village Newsletter and Fall Fun Guide. Commissioner

Landsman also suggested Superintendent Violante look into distributing program information to Holmes and Maercker Schools.

Thanks to Commissioner Schuurman's communication with the American Youth Soccer Organization (AYSO), they are interested in utilizing Midway Park for soccer games. Two fields will be created at Midway and one at Borse Park for play on Saturdays, September 10th - November 5th. Representatives from AYSO will be lining the fields as well as bringing in goals. Public Works spread dirt into small holes and low lying areas at Midway Park to make it safer for soccer play.

SWAP came out the week of August 29th – September 7th. They spent two days at Willow Pond clearing weeds, spreading mulch and trimming trees along Plainfield Road. The pond and park are now more visible from Plainfield Road. It looks great!! They also painted the storage buildings and pavilion posts at Borse Park. By utilizing SWAP, it saved the Village a couple of thousand dollars in labor costs. Superintendent Violante has requested SWAP come back out in the future to work on Creekside Park.

Commissioner Cobb asked if the recently planted tree at Borse Park was going to be the one used for the Village Tree Lighting Ceremony. Superintendent Violante advised that since she had already advertised the program at the Town Center, she would like to have it at that location this year. The tree at Borse Park will also get decorated and lit. Daisies from Gower School will create decorations for both trees.

5. OLD BUSINESS

A. Park Signs

Superintendent Violante distributed six options based on feedback that was received from the Commission. Option #1 and #2 are with the darker tan font color. The words on the sign are also in the same type of font. Option #3 has the font a color between a tan and light cream. The words on the sign are all in the same font. Option #4 has the font a lighter cream color with the words in the same font, and Option #5 and #6 are the same as Option #3 but with the word "Park" in a cursive font.

A consensus of the Commission was to proceed with Option #3 with a lighter color green than is pictured in the samples given in the meeting packet. A sample of this green was given to Superintendent Violante by Commissioner Kanaverskis. The wording, "Park Closes at Dusk", will be in reflective gold paint. Superintendent Violante and Commissioner Kanaverskis will go to the Municipal Service Committee meeting on September 12 to start the process of getting final approval for the completion of the sign project. The Commission was fine with letting Commissioner Kanaverskis have final say of the exact shades of paint to use. The existing sign posts will be painted by Public Works in the same color green that is in the background of the signs.

B. Recognition of Past Superintendent of Parks and Recreation

No update was available. Deferred until the next meeting.

6. NEW BUSINESS

A. Holiday Party

Superintendent Violante reviewed the timeline for the Holiday Party. Commissioner Stetina is working on purchasing the childrens' gifts. He is currently working with a vendor for the girls' gifts. The manager of Walgreen's is currently receiving toys. He will be contact Commissioner Stetina when their holiday gift stock increases. Commissioner Landsman advised that the girls really liked the holiday bracelets and necklaces given out last year. Commisioner Stetina and Landsman will work together on purchasing the gifts. Superintendent Violante will inventory and store the gifts until the holiday party.

Superintendent Violante will send out a President's letter to area businesses soliciting donations for the party. She will also contact Dell Rhea's Chicken Basket to see if they will donate chicken wings again this year.

7. CORRESPONDENCE/COMMUNICATIONS

A. Recognition of Doug Stetina

Commissioner Stetina will be recognized for his 30 years of service as Parks & Recreation Commissioner at the September 12, 2011 Village Board Meeting.

Commissioner Stetina reminisced on past recreation events. The Commission was invited to attend this celebration at 6:30 p.m. as the Village Board presents Commissioner Stetina with a Proclamation. Refreshments will be served following the presentation.

B. Letter to Softball Captains

Superintendent Violante sent a thank you letter to all the Co-Rec Captains for a wonderful year.

C. Miscellaneous information

Superintendent Violante informed the Commission of the September 11, 2011 memorial that will take place at Tri-State Fire Protection District on Sunday, September 11, 2011 and invited everyone and their families to attend.

Superintendent Violante informed the Commission that Gower's Halloween Party will be held on October 28, 2011. More information will be provided at the next commission meeting.

8. VISITOR'S BUSINESS

None present.

9. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Lazarski to adjourn the meeting at the hour of 8:14 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2011

Chairman

Minutes transcribed by Debbie Hahn.