

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, OCTOBER 4, 2011, AT THE WILLOWBROOK VILLAGE HALL, 7760
QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Commissioner Stetina called the meeting to order at the hour of 7:30 p.m.

2. ROLL CALL

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

ABSENT: Chairman Richard Cobb – entered at 7:34 p.m.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – SEPTEMBER 6, 2011

The Commission reviewed the September 6, 2011 minutes.

MOTION: A Motion was made by Commissioner Lazarski, seconded by Commissioner Landsman to approve the September 6, 2011 minutes, as presented.

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

MOTION DECLARED CARRIED

4A. VISITOR'S BUSINESS*

- Visitor's Business was moved up on the agenda.

Ms. Kerri Rohr, 7601 Virginia Court, Willowbrook, IL asked if her property on Virginia Court was being considered for possible appraisal and purchase by the village.

Superintendent Violante advised Ms. Rohr would need to contact Administrator Halik. The purpose of this item being placed on the Recreation Commission agenda was just to inform the Commission of the Board's recent action.

4. REPORTS

Park News in Brief

Superintendent Violante advised that fall programming is going very well. She believes disseminating school brochures to Gower Elementary students made a big difference in enrollment numbers. To date, there are 19 kids enrolled in Karate, eight (8) in Tae Kwon Do, and Yoga, as usual, has a large enrollment. Nine (9) people participated in the Special Recreation Fishing Day held in conjunction with Gateway Special Recreation and two (2) fishing birthday parties were conducted. Fliers were distributed to Gower and Maercker School Districts for the upcoming Treasure Hunt and Halloween party. Maercker School District has a virtual "Backpack" program online where the fliers can be posted. Commissioners Lazarski and Landsman asked if the virtual

backpack information was going to students at Holmes School also. Superintendent Violante was going to verify that Holmes students have access to the Virtual Backpack.

American Youth Soccer Organization (AYSO) is utilizing Midway Park for their soccer program. BRW, an Orland Park traveling softball team and Our Lady of Peace football league are utilizing Borse Park throughout the week. Activities are expected to conclude at the end of October.

The Village of Willowbrook received notice that the grant from the Illinois Department of Commerce and Economic Opportunities was approved in the amount of \$46,000. This money will be used for the Borse Park Backstop project. The first phase of this project which includes the demolition of the old backstops and installation of the new backstops, should begin by the end of October. Administrator Halik is currently reviewing the proposals received thus far for this project.

5. OLD BUSINESS

A. Park Signs

Superintendent Violante advised that the Village Board approved the park sign proposal from Woodmaster Graphics. The signs have been ordered and should be completed within 4-5 weeks. The Commission was sent an e-mail containing a revised picture of the signs with the addition of the Village website. There was a question as to what the Village would do if the website address ever changed. Administrator Halik was asked this question and he anticipates the website will remain the same. If for some reason the website name does change, the vinyl material used for this portion of the sign can be easily removed. The Commission felt it was a great idea to put the website on the sign.

Commissioner Kanaverskis asked if the signs will be installed by the Public Services Department once they arrive. Superintendent Violante advised Public Works will install the signs, as well as paint the existing sign posts.

B. Recognition of Past Superintendent of Parks and Recreation

No update was available. Deferred until the next meeting. Superintendent Violante will send an e-mail reminder to Commissioner Cobb to contact Mayor Napoli about this recognition.

C. Holiday Party

Superintendent Violante revised the checklist for the Holiday Party and distributed it in the Commissioners' packets. The police department was asked to provide photo ID's again this year. Also, letters were sent to area businesses requesting donations. The only item that has not been completed according to the checklist is the inventory of the gifts; however that usually does not occur until November.

Commissioner Kanaverskis asked about the progress of the shopping. Commissioner Landsman advised that the older girls' gifts are almost done. Commissioner Stetina and Landsman are waiting for Walgreens to get more holiday inventory so they can purchase additional gifts. Commissioner Stetina will check with Walgreens in about a week and then go choose gifts for the boys and younger girls.

Commissioner Weigus asked if Superintendent Violante had the inventory list from last year. Superintendent Violante reviewed last year's party summary and gave that information to the Commission. Superintendent Violante will get a count and size of the gift bags for Commissioner Landsman.

Commissioner Cobb asked if the food vendors were contacted. Superintendent Violante advised that letters were sent to them. She will follow-up with a phone call in the next week. Commissioner Cobb mentioned that the women from Starbuck's did a great job at the 2010 Holiday Party and we should try to secure them again.

Commissioners Landsman and Stetina advised that Walgreens would like to participate in the Holiday party and the tree lighting ceremony. They participated in the 50th Anniversary tree lighting celebration and would like to participate in this year's event. Superintendent Violante will contact Walgreen's manager and ask if they would develop the photos with Santa from the tree lighting ceremony for free.

In regards to the Holiday Party, Superintendent Violante will ask the Burr Ridge Park District if the Village can borrow their photo printer. Taking digital pictures may be easier than trying to get film for the Polaroid camera.

Commissioner Landsman asked what the date of the tree lighting ceremony would be. Superintendent Violante advised that the Mayor was available on Saturday, November 26, 2011 (the Saturday after Thanksgiving).

6. NEW BUSINESS

A. Recommendation to Change Park Hours

Former Superintendent Wally Righton was at a recent Village event and noticed the proposed new sign verbiage "park closes at dusk". He suggested changing the village ordinance to reflect as the ordinance does not presently contain this wording. Administrator Halik agreed and directed Superintendent Violante to change the ordinance. The Commission discussed the park hours and was in favor of the change.

MOTION: Made by Commissioner Cobb, seconded by Commissioner Kanaverskis to recommend to the Village Board to amend the village ordinance to read "Village Parks Shall Be Open to the Public from Dawn to Dusk".

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

B. Gower PTO Halloween Event

Superintendent Violante advised that annual Halloween party "Pumpkin Fest 2011" will be held on Friday, October 28, 2011 from 6:30 p.m. – 8:30 p.m. at Gower West School. A letter was sent to the Kiwanis Club requesting a \$300 donation for the party. Gower PTO will also be donating \$200. Last year the event was from 7:00 p.m. – 9:00 p.m., however Gower Staff requested the time be moved up ½ hour. Superintendent Violante asked if any of the Recreation Commissioners would like to volunteer. George Scukanec and Pam Phillips will help at the party again this year.

Commissioner Stetina offered to go to area businesses and request to post the Haunted Treasure Hunt and Pumpkin Fest flyer. Superintendent Violante advised that the Haunted Treasure Hunt is a new event and is scheduled for Sunday, October 23, 2011 at Borse Park from 4:00 p.m. – 5:30 p.m. Cost is \$10.00 per child/resident, \$15.00/non-resident. Additional children in the same family are an additional \$5.00/per child.

C. Burr Ridge/Willowbrook Little League

Superintendent Violante referred to e-mail communications between the Director of the Burr Ridge Park District and the Burr Ridge/Willowbrook Little League President. Commissioner Kanaverskis advised that recently the BRW Little League has taken measures to change their name and boundary area to incorporate Darien residents. There has been a 20% drop in Little League enrollment over the past year. The Burr Ridge/Willowbrook Little League would like to change their name to Harvester Park Little League. Superintendent Violante asked for direction from the Commission as to how they would like her to proceed with this issue. After discussion, the Commission asked Superintendent Violante to find out how the girls softball league feels about the name change and then forward their feedback to the Commission members.

D. Village Board Approval of Appraisal Services for Specific Properties adjacent to Borse Community Park

Superintendent Violante wanted to keep the Commission informed about an issue affecting certain residents who own property west of Borse Park. As it currently stands, the Village has secured an appraisal company and the property will be appraised in the near future.

7. CORRESPONDENCE/COMMUNICATIONS

A. Thank You Letter from Doug Stetina

Superintendent Violante read a thank you letter from Commissioner Stetina after being recognized for his 30 years of service as Parks & Recreation Commissioner at the September 12, 2011 Village Board Meeting.

8. VISITOR'S BUSINESS

See Item 4A.

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Landsman to adjourn the meeting at the hour of 8:12 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2011

Chairman

Minutes transcribed by Debbie Hahn.