



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0737 • www.willowbrookil.org

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

AGENDA

REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION OF THE VILLAGE OF WILLOWBROOK TO BE HELD TUESDAY, APRIL 3, 2012 AT 7:00PM AT THE WILLOWBROOK VILLAGE HALL, 7760 QUINCY STREET, DU PAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - A. March 6, 2012
4. REPORTS
 - A. Park News In Brief
5. OLD BUSINESS
 - A. Park and Athletic Facility Usage Policy and Fee Schedule
 - B. FY 12-13 Budget Planning
 - C. Use of Automatic External Defibrillators (AEDs) in parks
 - D. Dance Duo Permit
 - E. Egg Hunt
6. NEW BUSINESS
 - A. AYSO Soccer
7. CORRESPONDENCE/COMMUNICATIONS
8. VISITOR'S BUSINESS – (Public comment is limited to three minutes per person and only those items that are on the agenda.)
9. ADJOURNMENT



"A Place of American History"

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, MARCH 6, 2012, 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 7:30 p.m.

2. ROLL CALL

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

ABSENT: Commissioners Laurie Landsman and Rene Schuurman.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – FEBRUARY 7, 2012

The Commission reviewed the February 7, 2012 minutes.

MOTION: A Motion was made by Commissioner Lazarski seconded by Commissioner Stetina to approve the February 7, 2012 minutes.

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

MOTION DECLARED CARRIED

4. REPORTS

Park News in Brief

Co-Rec Softball

Superintendent Violante stated that the Captain's Meeting was held on February 15, 2012. Minor rules changes were discussed. The slaughter rule was changed from 15 to 12 runs. The rule allowing an extra foul ball after two strikes has been eliminated. If a foul ball is hit when there are two strikes, the batter will automatically be out. There are currently six Tuesday teams and seven Wednesday teams. There is room for one more team on Tuesday. The season will begin the first week in May.

2012/2013 Budget

Superintendent Violante stated that there was a Joint Committee meeting with the Finance and Administration Committee, Municipal Services Committee and Public Safety Committee on Monday, February 27, 2012. The budget was reviewed and there were no questions about the Recreation portion of the budget. Discretionary items were not discussed, such as the new pavilion or playground. These will be discussed at the Budget Workshop which will be held on March 19, 2012.

OSLAD Grants

Superintendent Violante stated that now is the time to work on OSLAD Grants. Superintendent Violante stated that she has spoken with Recreation Directors from other municipalities and they indicated they work with Park and Recreation consultants to assist them with the grant application process. Administrator Halik has given the approval to speak with some of these consultants to find out more information. Superintendent Violante stated that she will speak with them specifically about the Willow Pond playground project.

Superintendent Violante stated that an OSLAD Grant may not cover a generic playground replacement. Making significant enhancements such as increased accessibility or more nature themed equipment may increase our chances of receiving grant money. The consultants Superintendent Violante has contacted both indicated they will only work on projects that have a chance of winning. They do not want to waste our time or money on projects they do not feel will be awarded grant funds. The OSLAD Grant is a 50/50 matching grant program. Superintendent Violante stated that she will be meeting with the consultants on Thursday and Friday.

5. OLD BUSINESS

A. Park and Athletic Facility Usage Policy and Fee Schedule

Superintendent Violante reviewed the changes in the Park and Athletic Facility Usage Policy and Fee Schedule that were suggested at the last Parks meeting. Chairman Cobb stated that the two sentences under **bullet point 3, under number 4 under the Definitions section of page 1 where it describes the definition of a Resident** should be reworded. He stated that it should read, "Non-profit organizations, clubs and churches that provide service to at least 50% of Village of Willowbrook residents. Such groups may be required to submit a list of membership to demonstrate to the Village that at least 50% of its members are Willowbrook residents."

Superintendent Violante stated that she did not see a need to change the permit fees for picnics at Borse Park or Willow Ponds at this time. Superintendent Violante stated that a decision needs to be made on how much to raise basic usage fees for athletic fields. Superintendent Violante stated that most of groups or individuals reserving the Waterford Park ball field will be non-residents as the Willowbrook/Burr Ridge Softball league currently only uses Borse Park. Superintendent Violante stated that the current rate for Waterford Park is \$10.00 and is

proposing to change the fee to \$15.00 for residents and \$20.00 for non-residents. Superintendent Violante questioned if the fees should be the same as Borse Park.

Commissioner Stetina asked how much money is taken in during the year. Superintendent Violante stated the total revenue collected in 2011 for Waterford Park was \$590.00.

Superintendent Violante stated that the fee for a volleyball court at Community Park currently is \$10.00 for both residents and non-residents. The rate should be raised for non-residents to either \$15.00 or \$20.00. The Commissioners were in agreement that the cost to non-residents should be \$15.00.

Chairman Cobb stated he was under the impression from the last meeting that the increases would be done in increments. Commissioner Lazarski stated that non-residents should initially be paying \$5.00 more than residents for field rentals. Next year the non-resident fee can be raised another \$5.00 to match the rates the Darien Park District charges.

Superintendent Violante questioned if Our Lady of Peace Football league should be grandfathered in to pay the resident rate or if the group should be considered non-residents.

Superintendent Violante stated that there is a different fee to reserve a football field at Borse Park than at Midway Park. She asked if the fee to rent a football field at Borse or Midway should be the same. The Commissioners were in agreement that the rental fee for a football field at Borse or Midway should be the same which is \$15.00.

Commissioner Lazarski questioned what the fee is to use the lights at the Borse softball fields. Superintendent Violante stated that it is currently \$15.00 to use the lights, in addition to the field rental rate. The 2012 Proposed Changes Superintendent provided were incorrect and were corrected to be \$35.00 for residents and \$40.00 for non-residents for the use of lights.

Commissioners concurred to the pricing schedule for the 2012 Proposed Price with the changes indicated above. Superintendent Violante again asked what the Our Lady of Peace football group should be considered, resident or non-resident. Commissioners felt it was ultimately the Superintendent's discretion to determine who should be a resident or non-resident, but felt since Our Lady of Peace has had a long term relationship with the Village should be charged the resident fee. Superintendent Violante stated that OLOP will pay a slightly higher price as the football field rental rate for residents will go from \$12.00 to \$15.00/usage.

Commissioner Weigus questioned the resident status of AYSO. She indicated this group may not have more than half of its kids from Willowbrook; however, since AYSO Region 210 is Willowbrook's home region she feels they should be charged the resident fee. The Commissioners were in agreement about that.

Superintendent Violante stated that a vote should be done by the Recreation Commission so these ordinance amendments can be placed on the Village Board meeting agenda. Groups are beginning to reserve field space.

MOTION: A Motion was made by Commissioner Lazarski seconded by Commissioner Weigus to approve the proposed 2012 price changes as amended.

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

MOTION DECLARED CARRIED

B. FY 12-13 Budget Planning

Superintendent Violante reminded the Commission that there will be a Budget Workshop on March 19th to discuss discretionary items proposed for the 2012/2013 Village Budget. Superintendent Violante stated that she would like some feedback from the Commission as to whether she should request the monies for a new pavilion or if the pavilions at Borse Park should be repaired. Commissioner Kanaverskis stated that the pavilions should be referred to as a shelter so there is no confusion as to what the structure is and its purpose in protecting people from the outdoor elements. Commissioner Lazarski stated that there should be a designation at the Budget Workshop as to what is for maintenance and what is for capital improvements. Superintendent Violante is also going to ask for funds to replace the Willow Pond playground equipment.

6. NEW BUSINESS

A. Use of Automatic External Defibrillators (AEDs) in parks

Superintendent Violante stated that Commissioner Landsman had requested the use of AEDs be added to the Agenda. Superintendent Violante referred to the letter from Management Analyst Hummel to IRMA included in the commissioners' packet. The letter was requesting clarification from IRMA on the AED issue. There was question as to whether the Village was required to provide AEDs or not. Superintendent Violante spoke with the IRMA attorney who indicated she would be available at the next meeting to answer any questions the Commission may have. She also indicated she would be sending a letter answering Management Analyst Hummel's questions.

After discussion, the Commission felt adding the AEDs would open the Village to additional liability. Commissioner Weigus stated that she would be interested in seeing the response from IRMA on the issue but did not feel it necessary to have the attorney present at the next meeting. The other Commissioners concurred with Commissioner Weigus, but asked for IRMA's response to be placed in the next Commission meeting packet.

B. Dance Duo Park Permit

Superintendent Violante stated that Dance Duo, a Willowbrook business offering dance classes from different countries and nationalities, is requesting to reserve Borse Park for a dance recital. The event would be held on Sunday, June 3rd from 3:00 p.m. – 9:00 p.m. The owner of Dance Duo has indicated there could be anywhere from 250-300 people in attendance. Superintendent Violante stated that she has reviewed this event with

Administrator Halik. The two main concerns are noise and parking. Superintendent Violante has informed the applicant of the noise concern and indicated any complaints from neighborhood residents to the police, may result in being asked to turn the music down or completely off. She was also reminded they will not be able to have exclusive use of the park. The applicant is planning on placing a portable dance floor down on the basketball courts.

Superintendent Violante told the applicant that she will need to contact Gower West Elementary School for the overflow of cars. The applicant was also told that a Park staff member, who she needs to pay for, will need to be there for the entire event since this is such a large, new event. She has filled out a park permit, however, no costs associated with this rental have been finalized.

Superintendent Violante requested feedback from the commissioners to determine if any issues still should be resolved and asked if a police order will need to be issued limiting parking around Borse Park.

Commissioner Weigus stated if the time frame is flexible, that an earlier time would be preferred so the lights would not be necessary. Chairman Cobb advised that the group should ask for RSVPs in order to better determine what the parking situation will be. Superintendent Violante stated that there should be "no parking" signs posted on one side of Midway Drive in order to allow emergency vehicles to pass.

Commissioners concurred that Superintendent Violante should present this event to the Village Board for approval, but the dance school needs to provide Superintendent Violante with more concrete attendance numbers so the topic can be further discussed at the May 8th Parks Commission Meeting.

C. Change in meeting time for Recreation Commission Meetings

The Recreation Commission discussed changing the time of Parks and Recreation Meetings from 7:30 p.m. to 7:00 p.m.

MOTION: A Motion was made by Commissioner Weigus seconded by Commissioner Stetina to change the meeting time for the Parks and Recreation Commission to 7:00 p.m.

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

MOTION DECLARED CARRIED

D. Egg Hunt Donations

Superintendent Violante stated she received a \$300.00 donation from Dell Rhea's Chicken Basket for the Easter Egg hunt. Dell Rhea's will in turn, be listed as an event sponsor on any publicity materials. This donation will help cover the costs which are anticipated to be approximately \$550.00. Commissioner Lazarski reminded Superintendent Violante that the local Kiwanis club has also donated money towards this event. Superintendent Violante

indicated she would contact them. Superintendent Violante also stated that Walgreens will again be sponsoring photographs.

Commissioner Weigus asked who fills the Easter eggs for the event. Superintendent Violante stated that she purchased the eggs from a workshop that employs individuals with special needs.

Commissioner Weigus stated that the areas to collect the eggs should be separated by grade and not age. She also stated that more eggs should be placed for the older children than the younger as the younger kids lose interest after a while.

7. CORRESPONDENCE/COMMUNICATIONS

There was no communications.

8. VISITOR'S BUSINESS

There was no visitor business.

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Weigus to adjourn the meeting at the hour of 8:28 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2012

Chairman

Minutes transcribed by Cindy Stuchl.

Park News for Monthly Report, March 2012

Summer Programming

Management Analyst Hummel and Superintendent Violante have been working on the Summer 2012 Newsletter/Fun Guide. The newsletter is scheduled to go to print the last week in March. Delivery is anticipated for mid-April.

New programs include:

Firecracker Bingo – all ages event

Community Yard Sale – adults

Dance with Right Fit - kids

Ceramics Potters Wheel for teens and adults and Tai Chi – coop with Oak Brook Park District

2nd weekly Mat Pilates class

Superintendent Violante met with a representative from “meatheads burgers & fries to discuss sponsorship opportunities. Meatheads will be giving us a monetary donation towards our movie nights. In addition, they will be supplying the meal (at a discounted rate) for fishing birthday parties held at Willow Pond. In addition, they will deliver the food at no expense to the Village.



March 21, 2012

Mr. Garrett Hummel
Management Analyst
Village of Willowbrook
7760 Quincy Street
Willowbrook, IL 60527-5594

RE: Use of AEDs

Dear Mr. Hummel,

Larry Bush forwarded your inquiry seeking IRMA's opinion on the Village's use of AEDS to me. I have had the opportunity to review the Village's questions and concerns relating to its potential exposure to liability for providing AEDs in certain situations. The following is IRMA's response.

1. There has been no change to the Physical Fitness Facility Medical Emergency Preparedness Act as it relates to the exemption of the Village from its applicability. The Act still exempts facilities serving less than a total of 100 individuals actively engaged in physical exercise that uses large muscle groups and increases the heart rate. According to the information that you have provided in your paragraph 1, the Village is still exempt from the definition of physical fitness facility contained in the Act and therefore exempt from its provisions.
2. If by law, the Village is not required to have an AED it cannot be subject to liability for acting in accordance with the law. Consequently, since there is no AED because the Village is not required to have one, there is no exposure for other types of liability, i.e. the failure to have a trained user or the improper use of the AED. On the other hand, if the Village chooses to voluntarily install an AED, the Village is creating a potential exposure for errors and omissions in the use or maintenance, etc. of an AED.

Given that the Village is not required to comply with the requirements of the Physical Fitness Facility Medical Emergency Preparedness Act, the Automated External Defibrillator Act may be applicable in relation to limitation of liability for the use of AEDs. That Act provides that potential liability is limited to willful and wanton misconduct; meaning, that the acts, errors or omissions complained of have to be something more than negligence. Specifically, the Automated Defibrillator Act provides:

"A person, unit of State or local government, or school district owning, occupying or managing the premises where an automated external defibrillator is located is not liable for civil damages as a result of any act or omission involving the use of and automated external defibrillator, except for willful or wanton misconduct, if the requirements of this Act are met."

Based upon that language, if the Village chooses to voluntarily use AEDs and it complies with this Act, there is a defense argument that the Village is liable only if the misconduct is willful and wanton.

3. In view of the fact that the Village is not subject to the requirements of the Physical Fitness Facility Medical Emergency Preparedness Act, we do not see anything which would prohibit the Village from choosing to provide an AED at only the large events. Nevertheless, there is an argument that there would be additional exposure to the Village based upon this choice. As indicated in our February 2010 opinion an argument could be made that if it is possible to provide an AED at one event it should be provided at every event. However, there are factors which would assist in the defense of such a choice, including the Village's risk and feasibility analysis of having an AED and trained user at every event; the proximity of the fire station to Community Park during activities without an AED and trained user, and the equipment of police vehicles with an AED. Additionally, the Village may very well have the protection of the liability exemptions in the AED Act as noted above. Whether or not the Village's actions in providing an AED at one event and not others rises to the level of willful and wanton misconduct in order to defeat the liability exemption contained in the AED Act would be determined by the Court. However, based upon the considerations of the Village in its decision, we do not believe that it would rise to the level of willful and wanton misconduct.

It is our belief however that there would be a greater exposure if the Village had an AED present at an event without a trained AED user. It is recommended that if the Village chooses to have an AED at an event there should also be a trained user. In our previous opinion we suggested that having someone involved in the activity, i.e. coaches and/or assistant coaches or even individuals participating in the activity be trained to use an AED so that there is no question that a trained user would be present at any event at which there is an AED.

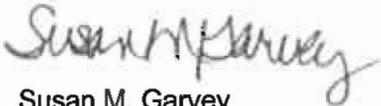
4. Again, based upon the fact that the Village is not subject to the Physical Fitness Facility Medical Emergency Preparedness Act there is nothing that we see which prohibits the Village from choosing to put an AED in Community Park but not the other parks within the Village. But as noted above, there would be an exposure to an argument that if the Village has an AED at one park it should have one at every park. Once more, the considerations of the Village in determining the feasibility of having AEDs and trained users in every park would be useful in the defense to such an argument, including, among others, that the other parks do not have buildings to house an AED, the potential for vandalism and theft of a unit, and that the majority of the large physically active events take place in Community Park. Whether having an AED at one park at not at the others would be considered willful and wanton conduct in order to defeat the liability exemption in the AED Act would be a determination by the Court. However, based upon the noted considerations among others we do not believe that it would rise to the level of willful and wanton misconduct.

Our opinion of February 2010 remains the same. As indicated, IRMA's prime concern is to reduce the risk of human and financial loss to our members, residents and the general public. If the Village is inclined to provide an AED and a trained operator during your largest event, you should not hesitate to do so because of liability concerns. If the Village chooses to voluntarily install or provide AEDs, we cannot guarantee that the Village would not be subject to liability but based upon the other factors noted above we believe there is a defensible position to that decision.

Mr. Garrett Hummel
March 21, 2012
Re: Use of AEDs
Page 3 of 3

Please do not hesitate to contact me should you wish to discuss this further.

Sincerely,



Susan M. Garvey
Director of Legal Services

Cc: Larry Bush, Executive Director
Kristen Violante, Village of Willowbrook

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Statement of Understanding

Dance Duo would like to offer a dance recital/picnic for the first time at Borse Park on Sunday, June 3, from 3:00 p.m. – 9:00 p.m. Because this is a new type of large event at the park and to ensure the event runs smoothly, there are certain conditions and parameters that must be met.

1. The number of individuals in attendance at one time must not exceed 325 people. Any number of individuals between 275 and 325 will require the presence of a police officer. The rate for the police officer is \$65.00/hour with a minimum 2 hour requirement. Renter must contact the Superintendent of Parks and Recreation by May 28, 2012 to give her a total number of people expected at the event.
 2. Renter agrees to contact Gower Elementary School and receive permission to have the parking overflow utilize the Gower Elementary School parking lot.
 3. Renter must provide the Village of Willowbrook with a certificate of insurance that names the Village of Willowbrook as an additional insured.
 4. The park shelters have 2 electrical outlets that have 20 amp. Renter must be cognizant of this when using sound amplification equipment.
 5. Renter must keep music at a "reasonable" level. If the police are called by neighborhood residents for noise complaints, the renter may have to either turn down the music or be asked to turn off the music completely.
 6. Renter is allowed to put a portable wood dance floor over the basketball court only. Any damage incurred while the dance floor is erected is the responsibility of the renter.
 7. Any moving of park equipment must be requested prior to the event and can ONLY be done by Village of Willowbrook Public Works staff. The rate for moving of equipment is \$50.00/hour.
 8. A Village of Willowbrook staff must be present throughout the entire event.
 9. All other park permit policies apply.
 10. Costs for permit:
 - \$350.00 base permit fee
 - \$125.00 dumpster fee
 - \$150.00 Village park supervisor fee
 - \$ 30.00 Light Usage fee
 - \$400.00 Security Deposit**
 - \$1,055 Total owed to Village prior to event
- *Public Works and police fees will be billed separately after the event

Renter

Date

Superintendent of Parks and Recreation

Date



Village of Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0787 • www.willowbrookil.org

March 8, 2012

Mayor

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Mary Carlson
Willowbrook/Burr Ridge Kiwanis Club
PO Box 200
Clarendon Hills, IL 60514

Dear Mary,

I am writing to request a donation from the Kiwanis Club for the Village of Willowbrook Park and Recreation Department's Easter Egg Hunt, which will be held on Saturday, April 7 at 11AM at the Borse Memorial Community Park.

By far, our largest expense is for the candy and plastic eggs which are placed throughout the park by our Park staff that morning. The cost for materials is approximately \$400 and staff costs are roughly \$150. Dell Rhea's Chicken Basket has generously donated \$300.00. An additional donation of \$100.00 from Kiwanis would also help offset our costs.

Our community has been always extremely fortunate for the assistance that the Willowbrook/Burr Ridge Kiwanis Club has been able to provide for our special events. If you need further information please do not hesitate to contact me.

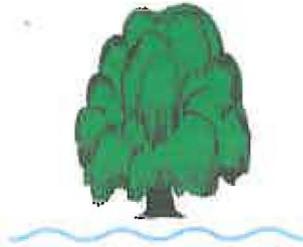
Sincerely,

Kristin Violante
Superintendent of Parks & Recreation

CC: Robert Napoli, Village President
Parks and Recreation Commission
Tim Halik, Village Administrator



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Mayer

Robert A. Napoli

Village Clerk

Leroy R. Hansen

Julie Burke, President
Burr Ridge/ Willowbrook Softball
419 Highland Road
Willowbrook, IL

Dear Julie,

Enclosed please find the field permits that can be copied and distributed to your coaches for the use of the Borse Community Park fields for practices and games from April 1 through July 1, 2012. My suggestion is that you make copies of the attached permits for your league officers and also place copies of the permits in the Concession building.

Use of fields in other parks in Willowbrook is available on a first-come basis. The attached permits indicate dates and times in which Community Park fields are reserved for Burr Ridge/Willowbrook Softball. As part of the approval process, Burr Ridge/Willowbrook Softball agrees to:

1. Provide the Village with a copy of the League's Certificate of Insurance that covers the period in which the fields will be used. The Village of Willowbrook should be named as an Additional Insured.
2. Provide adequate oversight of the washrooms and around the concession building to deter vandalism during the time in which BR/W activities are taking place. Do not hesitate to call the Willowbrook Police at 911 on a cell phone or on the emergency call box on the east side of the building.
3. Refrain from bringing vehicles into the park. Vehicular access into the park is now strictly regulated. Signs are posted and violators will be ticketed. When it is necessary to deliver materials to the BR/W storage building, please contact Don Beusse (C) 630.918.5285 to arrange for a Village employee to accompany the BR/W volunteers or anyone else performing any service that requires them to drive into the park. This measure helps insure the safety of all concerned.
4. Use its best efforts to encourage players and spectators to keep the fields clean. This also includes gently reminding spectators of the Village ordinance prohibiting bringing dogs in the parks. This has been a problem in the past but we are aware of your league leaders' efforts to inform players and spectators of the ordinance. However, we do not wish you to have any confrontations in getting compliance with Village ordinances. Before any situation ever gets to that level, we would expect that you would simply call the Willowbrook Police at 911.
5. Provide adult supervision for practices and game dates in which permits are issued.
6. Use good judgement in refraining from playing when wet conditions would damage the field.



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7. Make no alterations or perform maintenance in the park without prior written authorization from the Village of Willowbrook. However, the league may do any field watering, hand raking, spot filling of holes and field lining that it wishes.
8. Encourage car-pooling and avoid parking of cars in the aisles of the Community Park parking lot and in grass areas in and around the park.
9. Adhere to the specific constraints of the use of the following areas:
 - A. Scheduled games are limited to the Borse Memorial Community Park due to the limited parking areas at the other parks.
 - B. The general procedure relating to the use of the ball field lights is listed in the attached Fields #1 and #2 permits.

I am aware of Tournament games for July 12-15, 2012. We will once again have a meeting prior to the tournament to discuss parking, field preparation, etc. Please advise me if you will need additional permits for All-Star/Tournament practices.

The Village of Willowbrook will:

1. Provide regular field maintenance and trash removal consistent with the level of service provided to its other softball fields.
2. Provide additional ball field maintenance as requested by the League per the Maintenance Agreement.
3. Call your designated contact when field conditions are such that BR/W should not use the fields on weeknights.

Once again, we are very pleased to assist Burr Ridge/Willowbrook Softball in its service to the girls and their families in our community. Please feel free to contact me if you have any questions.

Sincerely,

Kristin L. Violante
Superintendent of Parks & Recreation

Enclosures

CC: Parks and Recreation Commission
Tim Halik, Village Administrator
Don Beusse, Municipal Services Foreman
Anthony Witt, Municipal Services Staff
Pam Phillips, Municipal Services Secretary



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