

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 whose membership include at least 50% 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 them 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.