

MINUTES OF THE SPECIAL MEETING OF THE PARKS AND RECREATION COMMISSION  
HELD ON TUESDAY, SEPTEMBER 18, 2012, 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 7:01 p.m.

2. ROLL CALL

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

ABSENT: Commissioners Carol Lazarski and Ramona Weigus. At time of Roll Call, Chairman Richard Cobb.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – JULY 10, 2012

The Commission reviewed the July 10, 2012 minutes. Commissioner Landsman stated that on Page 2 under the Clarendon Hills Park District, it was Commissioner Lazarski who asked how many Willowbrook residents had purchased memberships at Woods Pool in Burr Ridge, not Commissioner Landsman as written.

MOTION: A Motion was made by Commissioner Landsman seconded by Commissioner Kanaverskis to approve the July 10, 2012 minutes as amended.

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

MOTION DECLARED CARRIED

\*\*\*Chairman Richard Cobb arrived at 7:03 p.m.

4. REPORTS

*Park News in Brief*

**Special Events**

Superintendent Violante stated that the Village-wide Yard Sale held on July 14<sup>th</sup> was a huge success. Superintendent Violante stated that she had limited the sellers to 12 due to concerns over the amount of traffic around the park. Next year, however, more sellers will be accommodated.

Touch-A-Truck was held on July 19<sup>th</sup>. Approximately 80 children were in attendance. There were several trucks and specialty vehicles from the Army Reserves, area businesses, and the K-9 vehicle from the Willowbrook Police Department.

Superintendent Violante stated that there were two movie nights this summer. Approximately 55 people attended the "How to Train Your Dragon" on July 19<sup>th</sup>; and 65 attended "Dolphin Tail" on August 16<sup>th</sup>. The chance of rain during the first event may have deterred people from attending. Meatheads sponsored the movie nights.

### **Burr Ridge Park District Woods Pool**

Superintendent Violante followed up on Commissioner Lazarski's question from last meeting about the number of Willowbrook residents that purchased memberships. Three residents purchased memberships and several daily passes were sold to Willowbrook residents.

### **Fall Newsletter**

Superintendent Violante stated that the Fall Newsletter has been sent out in the mail. New programs include Dance and Computers for Seniors.

## 5. OLD BUSINESS

### A. Master Plan

Superintendent Violante stated that she and Village Administrative Staff recently met with Todd Stanton from Design Perspectives. Mr. Stanton will soon be mailing out the park and recreation survey to a random group of approximately 500 residents, including phone interviews. Focus groups will also be formed. Superintendent Violante requested if any of the commissioners know someone who would like to participate in a focus group, to forward her their contact information. Mr. Stanton has also sent surveys to surrounding park districts about their park and recreation programs. Mr. Stanton will be attending the October Commission meeting to give an update on the master plan. Commissioner Stetina asked if a copy of the resident survey could be made available at the front counter. Superintendent Violante stated she would ask Mr. Stanton about that.

Commissioner Landsman asked if the commissioners will be able to review the survey before it gets mailed out to Village residents. Superintendent Violante stated she would forward the rough draft to them.

### B. Dugout Canopies

Superintendent Violante stated that the canopies have been completed. Superintendent Violante stated that her only concern is that the canopies on Field 2 are lower than the others.

The Public Works Department will be placing plywood underneath Field 2's canopy roofs to deter kids from hanging on the exposed beams.

#### C. Shelter Roof Replacement

At the last meeting, Commissioner Stetina had suggested fascia be placed over the wood trim on the recently completed shelter roofs. Superintendent Violante stated the cheapest quote was received from Rusco out of Westmont. The contract was signed today and the work should be done soon. They will be using forest green fascia.

#### D. 2012 Holiday Party

Superintendent Violante stated that Commissioner Stetina had made a recommendation at an earlier meeting to give the same gift to all the children who attend the Village Holiday Party and suggested creating a gift with a Village mascot. Superintendent Violante suggested stuffed animals. Commissioner Stetina stated that the mascot idea would alleviate the controversy of kids being disappointed when they compare their gift with others. The other commissioners felt that boys and older kids would not appreciate a stuffed animal.

Commissioner Landsman stated when she has shopped for gifts from Walgreens, it has not taken much of her time. In addition, Wayne, the manager from the Willowbrook Walgreen's has helped with the Village's gift efforts in the past. The consensus of the Commissioners was to continue purchasing gifts as has been done in the past.

#### E. Fall Programing

Superintendent Violante stated that the Tree Lighting Ceremony has been scheduled for December 7<sup>th</sup>. A resident wants to donate a tree from his yard for this event. Superintendent Violante stated there is a great corner by the Fannie May in Hinsdale Lake Commons that would be a good spot for the tree. There is also an overhang nearby that could provide cover in the case of bad weather. She will be discussing the placement of the tree with the Public Works Department. Superintendent Violante stated she will contact the management company to get permission to have held on their property.

Commissioner Kanaverskis suggested placing the tree near Target or the Wingren Shopping Plaza. Both of these locations already have trees that could be used. Superintendent Violante also suggested having the event at Borse Park where there is already a great tree and electricity.

Commissioner Schuurman stated that the advantage of having the tree lighting at the Fannie May location is that there would be more of a crowd from people shopping in the area. In addition, there are businesses nearby that may be willing to participate. Commissioner Landsman also suggested having the ceremony in the mall where Bernard's Deli is. Chairman

Cobb suggested everyone look at the different locations before the next meeting and make a decision at the next scheduled meeting.

6. NEW BUSINESS

A. Burr Ridge Willowbrook Softball Association

Superintendent Violante stated that she met with members of the BRW Board to discuss the possibility of the Village of Willowbrook taking over the league. Taking over BRW would be a huge undertaking. It involves sponsorships, scheduling, registration, and recruiting coaches and players, among other things.

Superintendent Violante stated that BRW's initial idea included her doing most of the work. Superintendent Violante does not feel this would work since her position as Superintendent is part-time. Superintendent Violante stated that the current BRW president would like to oversee the travel league and have someone else coordinate the in-house league. Superintendent Violante was hoping to have a proposal from BRW, including BRW's and the Village's responsibilities were the Village to provide more support; however, she has not received any concrete proposal from BRW. They are still trying to determine what direction BRW should go.

Chairman Cobb stated that BRW needs to work to find a volunteer to take over, not the Village. Superintendent Violante stated if needed she would be willing to possibly help with registration and team formation.

Commissioner Schuurman asked if BRW has looked into merging with another league. Superintendent Violante stated that she has met with a staff member from the Westmont Park District, who has an interleague with BRW and Darien. He stated that Westmont is getting away from parent volunteers and having the park district recreation supervisor handle girls' softball. He stated that he would help the Village of Willowbrook if they took over running the league.

Commissioner Landsman suggested that a notice should be placed in the winter/spring newsletter to recruit adult volunteers for BRW. Commissioner Schuurman stated that BRW has never reached out to look for volunteers at school events and that they should consider doing so.

7. CORRESPONDENCE/COMMUNICATIONS

Superintendent Violante stated she received a letter from Maercker School District thanking the Commission for the donation to their Fun Fair. The Village of Willowbrook donated a karate class and a fishing birthday party.

8. VISITORS' BUSINESS

There was no visitors' business.

9. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Schuurman to adjourn the meeting at the hour of 7:44 p.m.

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

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

October 3, 2012

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Chairman

Minutes transcribed by Cindy Stuchl.