

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, NOVEMBER 1, 2016, AT THE VILLAGE HALL, 835 MIDWAY DRIVE, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Cobb called the meeting to order at the hour of 7:01 p.m.

2. ROLL CALL

Those present at roll call were Chairman Richard Cobb, Commissioners Catherine Kaczmarek, Carol Lazarski, Rob Pionke, Rene Schuurman, and Doug Stetina.

ABSENT: Commissioners Lorraine Grimsby, Ronald Kanaverskis, and Laurie Landsman.

Also present were Village Trustee Sue Berglund, Village Administrator Timothy Halik, and Temporary Interim Superintendent of Parks and Recreation John Fenske.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – OCTOBER 4, 2016

The Commission reviewed the October 4, 2016 minutes.

MOTION: A Motion was made by Commissioner Pionke and seconded by Commissioner Schuurman to approve the October 4, 2016 minutes as presented.

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

MOTION DECLARED CARRIED

4. DISCUSSION – COMMUNITY GARDEN PLOTS CONCEPT – LAKE HINSDALE PARK

The Commission reviewed a letter received by the Lake Hinsdale Tower Condo Association that advised they were not going to remove a private property sign near the park or provide extra parking. Commissioner Schuurman suggested that the private property sign be moved away from the park entrance. Interim Superintendent Fenske advised that he will contact their office and request the sign be relocated.

Administrator Halik stated that since the homeowners' association will not provide any parking for community gardeners, he recommended that the Commission discuss a different location for community garden plots. The consensus of the Commission was to table discussion on garden plots at this time and implement them into the update of the Master Plan.

5. DISCUSSION – 2017 SPRING FLING 5K FUN RUN

Interim Superintendent Fenske advised that he has already received the first sponsor for next year's race: Orange Theory Fitness. Commissioner Schuurman has agreed to chair the race committee again. Sponsor levels will be adjusted. The race will be held on Sunday, May 7, 2017.

Commissioner Schuurman advised that in order to simplify things this year, there will only be one logo used. There will be a review done of the designs received during last year's event to decide on a set logo "trademark" to be used year after year.

A decision needed to be made on what charity will benefit from this year's event. Suggestion was made for Gateway Special Recreation and Kiwanis.

Commissioner Schuurman stated that Race Time will again be hired to run the timing of the race, and Event Brite will handle the online registrations. Commissioner Schuurman also advised that the race will again be promoted through CARA (Chicago Area Runners Association). Last year was the first year and we were marketed as an "emerging" race. This year the race will be CARA Certified race.

Commissioner Schuurman advised that numerous discount and free codes were issued last year for different sponsors, teachers, and first responders. Not many were used.

Chairman Cobb suggested that a flyer be distributed at the upcoming Christmas Party. Interim Superintendent Fenske advised that he will have one made.

6. DISCUSSION – 5-YEAR COMPREHENSIVE PARKS & RECREATION COMMISSION MASTER PLAN UPDATE

The Commission reviewed the portions of the master plan that did get completed: Waterford Park, Lake Hinsdale Park, backstops at Community Park, walking path at Farmingdale Park. Now that grant funds have been released, construction can move forward on Willow Pond Park.

Administrator Halik advised that the renovation of the police station should be completed in September of 2017. The new park building should be available after that. Administrator Halik stated that the Village will be budgeting in the Fiscal Year 2017/18 for the renovation of the park building.

Administrator Halik received a proposal from Tod Stanton, who developed the original master plan, to update the plan to include the new park building. \$12,500 should be budgeted for FY2017/18 for the update to commence in May 2017 and be completed by November 2017. The consensus of the Commission was to recommend to the Village Board to budget for the update of the master plan.

Commissioner Pionke suggested that the partnership with the Burr Ridge Park District be reviewed along with the pros and cons of the partnership.

Administrator Halik stated that renovations on the park building would not begin until April of 2018.

Chairman Cobb advised that every meeting beginning in January should have discussion for the new building so that when it's time for the new master plan to be updated, the groundwork has already been completed.

7. DISCUSSION – SPECIAL EVENT UPDATES/PLANNING:

- a. Halloween Party with Gower School

Interim Superintendent Fenske advised there were approximately 350 children in attendance. Everyone seemed to have a good time.

- b. Children's Holiday Party, HSHS – December 11, 2016

Interim Superintendent Fenske related that postcards have been received to be mailed to residents. Blanket artwork has been approved and blankets ordered. Tommy R's will again be providing food. 7-11 will be providing pizza, coffee, and donuts. Chick-fil-A is donating lemonade and ice tea. The West Superior Training swim club will be donating gift certificates. Chicken Basket will again be providing chicken legs.

Commissioner Stetina advised that he and Commissioner Landsman purchased the gifts and dropped them off at the Village Hall earlier in the day. Interim Superintendent Fenske advised that he should be receiving gift cards from Target and can purchase the remainder of gifts and party supplies at their store.

8. VISITORS' BUSINESS

None presented.

9. COMMUNICATIONS

Commissioner Stetina stated that he spoke to the editor of the Willowbrook Post about an article on the Veterans' Memorial.

Commissioner Pionke suggested that an ad be placed in one of the local papers to give thanks to the businesses that have contributed to park events throughout the year.

10. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Lazarski to adjourn the meeting at the hour of 8:08 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

December 6, 2016

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.