



Willowbrook

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Willowbrook, IL 60527-5549

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Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Robert J. Pavelchik, Jr.

Director of Finance

Carrie Dittman

AGENDA

REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON TUESDAY, SEPTEMBER 5, 2017, AT 7:00 P.M. AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES:
 - a) July 11, 2017 Regular Meeting of the Parks & Recreation Commission
4. REPORT –
 - a) Willow Pond Status Update
 - b) Master Plan Update – Focus Group
 - c) CRC Update
 - d) Back to School Bash – August 16th
 - e) Park Status Update
5. DISCUSSION – Special Event Updates / Planning:
 - a) Pumpkin Fest – Friday October 27th
 - b) 41st Annual Holiday Party – December 17th
 - c) Willow Pond Grand Opening
6. VISITOR'S BUSINESS – Public comment is limited to three (3) minutes per person
7. COMMUNICATIONS
8. ADJOURNMENT



Proud Member of the
Illinois Route 66 Scenic Byway

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, JULY 11, 2017, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Chairman Cobb, Commissioners Lorraine Grimsby, Catherine Kaczmarek, Ronald Kanaverskis, Laurie Landsman, Carol Lazarski, and Doug Stetina.

ABSENT: Commissioner Robert Pionke.

Also present was Temporary Interim Superintendent of Parks and Recreation John Fenske.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – JUNE 6, 2017

The Commission reviewed the June 6, 2017 minutes.

MOTION: A Motion was made by Commissioner Grimsby and seconded by Commissioner Landsman to approve the June 6, 2017 minutes as presented.

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

MOTION DECLARED CARRIED

4. REPORTS

a. Willow Pond Status Update

Interim Superintendent Fenske advised that the play pads on the south end of the park are completely finished. The parking lot addition should be receiving concrete in the near future. Interim Superintendent Fenske related that the park should be completed in September, barring any weather delays. The commissioners requested that the contractor be contacted for an actual completion date.

Commissioner Stetina introduced Joe Molfese, owner of Bella Cosa Jewelers in the Willowbrook Town Center. Mr. Molfese is interested in funding a portion of the Willow Pond project. Chairman Cobb thanked Mr. Molfese and related that the commission will get back to him with suggestions for the sponsorship.

b. Master Plan Update – Kickoff Meeting, Focus Group

Interim Superintendent Fenske advised that he and Administrator Tim Halik met with Tod Stanton from Design Perspectives. Mr. Stanton presented a timeline for master plan. Mr. Stanton will be at the Movie Night this coming Friday to speak with residents.

Interim Superintendent Fenske related that the first Community Focus Group is scheduled for July 18th at Indian Prairie Library. Administrator Halik has requested that the Parks Commissioners not attend the Focus Group meetings. Interim Superintendent Fenske stated that Mr. Stanton will be sending out a random survey to residents.

Commissioner Kanaverskis recommendations for the Master Plan were for additional parking needs to be addressed for Community and Midway Parks, native landscaping should be added around the pond at Prairie Trail Park, and expanding the trail around Community Park.

c. Touch a Truck – July 7th

Interim Superintendent Fenske advised that the Touch a Truck event has been postponed. He has been unable to secure an empty parking lot to hold the event.

d. Family Fishing Day – July 8th

Interim Superintendent Fenske stated that this event was also cancelled. Only three (3) families had registered. Minimum requirements were six (6) families.

e. Fishing Derby – June 24th

Interim Superintendent Fenske related that 23 kids participated in this event. The Derby was held at Prairie Trail Park. Prizes were given for the largest fish caught and most fish caught.

5. DISCUSSION – SPECIAL EVENT UPDATES/PLANNING:

a. 2017 Movie Night – July 14th

Interim Superintendent Fenske advised that Chick-fil-A is the sponsor of this event and will be at the park by 7:15 p.m. The movie should start around 8:15 p.m. The movie “Sing” will be shown.

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b. Parent/Child Fishing event – July 21st

Interim Superintendent Fenske related that as of today's date, there are two (2) families that have registered. This event will also be held at Prairie Trail Park. This event may also be cancelled if no additional families sign up.

c. Back to School Bash – August 16th

Interim Superintendent Fenske advised that this event will be held at Gower West Elementary School from 6:00 p.m. – 8:00 p.m. He will provide additional information at the August Commission meeting.

d. Willow Pond Dedication

Commissioner Grimsby suggested that the dedication and grand opening be moved to Spring of 2018.

6. VISITORS' BUSINESS

Several residents from Lake Hinsdale Tower spoke about the benefits of pollinator gardens and suggestions for additional amenities at Lake Hinsdale Park. The residents also had concerns that garbage containers are not getting emptied, there are some flooding issues, and a park gate that does not close.

Chairman Cobb requested that the residents provide a list of supplies that will be needed for the pollinator garden be brought to the next Commission meeting for discussion.

7. COMMUNICATIONS

Interim Superintendent Fenske advised that the Village received a thank you letter from Gateway Recreation for the donation received from the 5K Race.

8. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Landsman to adjourn the meeting at the hour of 8:15 p.m.

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

MOTION DECLARED CARRIED

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PRESENTED, READ and APPROVED,

September 5, 2017

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.