



# Village of Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0787 • [www.willowbrookil.org](http://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 2, 2013  
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 5, 2013
4. REPORTS
  - A. Park News In Brief
5. OLD BUSINESS
  - A. Master Plan Update
  - B. Easter Egg Hunt
6. NEW BUSINESS
  - A. Bikes at Lake Hinsdale Village
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 5, 2013, 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 7:05 p.m.

2. ROLL CALL

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

ABSENT: Commissioners Laurie Landsman and (at time of roll call) Ramona Weigus.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – FEBRUARY 5, 2013

The Commission reviewed the February 5, 2013 minutes. Commissioner Lazarski had some minor changes in the discussion of the Master Plan. Her first comment was to clarify that grant submission needed to be completed by July 1<sup>st</sup> instead of just July. She also asked that “and Commissioner Lazarski asked for it to be placed in the master plan” be removed from the last sentence of paragraph 4 on page 2 since that is not what she stated. She also asked that the words “at a later date” in the last sentence of paragraph 2 on page 3 be changed to “if needed”. Also, she requested the wording on the last sentence of the master plan update section be revised to “Mr. Stanton stated that the CPI plan is for parks and the vehicle can be added to the comprehensive master plan.”

MOTION: A Motion was made by Commissioner Stetina and seconded by Commissioner Schuurman to approve the February 5, 2013 minutes as amended.

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

MOTION DECLARED CARRIED

4. REPORTS

A. *Park News in Brief*

**Computer Classes**

Superintendent Violante stated that Michael Lazarski is teaching computer classes on Tuesday afternoons. The computer classes and cell phone classes have been well received and very popular.

### **Gateway Special Recreation Association**

Superintendent Violante advised that the Gateway Special Recreation Association has a new Superintendent. In the Fall 2012 program session, there were eight (8) Willowbrook residents who participated in Gateway programs and in Winter 2013 there were six (6).

### **2013/2014 Budget**

Superintendent Violante stated that a Special Joint Committee of the Finance Administration, Municipal Services, and Public Safety met on February 11<sup>th</sup>. There were no questions raised about the recreation budget at this time. There will be a Budget Workshop with the Village Board of Trustees on Monday, March 18<sup>th</sup>. Superintendent Violante will be presenting the proposed 13/14 park and recreation budget as well as the discretionary capital improvement project, which is the Waterford Park enhancements.

Commissioner Lazarski stated it would be a good idea for commissioners to attend the workshop to help them understand where the Village Board stands on Parks and Recreation in relation to the overall Village budget.

## **5. OLD BUSINESS**

### **A. Fall Programming – Tree Lighting**

Superintendent Violante requested direction from the Commission on where to locate the tree. Commissioner Schuurman questioned if the donated tree will survive the transplant. Superintendent Violante stated that the move is coming out of the Administration budget and was advised to find a place to plant it. Commissioner Kanaverskis stated that a likely place could be in front of the concession stand at Community Park. There is water and electric immediately available.

There were questions asked if there were potential locations either in the Town Center or Hinsdale Lake Commons. A suggestion was made to locate the tree at the K-Mart property when it gets redeveloped.

Superintendent Violante asked for a consensus on making the first choice of location be the corner of Route 83 and 63<sup>rd</sup> streets at the Hinsdale Lake Commons with the second choice being Community Park. The commissioners agreed.

\*\*\*Commissioner Weigus arrived at 7:25 p.m.

B. Master Plan Update

Superintendent Violante distributed a revised plan for Waterford Park. Tod Stanton spoke with the Village's engineer. The ramp to access the park was redesigned to the southeast side of the park to allow Public Works vehicles to drive onto the property.

Superintendent Violante stated that she should have a rough draft of the Master Plan by March 15<sup>th</sup>. She will distribute it to the commissioners for review at the April meeting.

C. Holiday Party

Superintendent Violante stated she received an application from Hinsdale South High School for the holiday party and asked when to have the 2013 party. Commissioner Ramona Weigus asked to not have it the Sunday immediately following the Kiwanis Pancake Breakfast. Superintendent Violante confirmed the pancake breakfast is the first Saturday of December. After discussion, there was consensus that the party should be held on December 15<sup>th</sup>.

D. Movies in the Park

Superintendent Violante stated she has scheduled dates for the movies but has not reserved any movies. The Commissioners reviewed movies that are available. Superintendent Violante stated the Community Bank of Willowbrook would like to sponsor movie night. The commissioners agreed to the movies Harry Potter & the Sorcerer's Stone and Goonies. The event will incorporate a theme and participants will be encouraged to dress by the theme.

6. NEW BUSINESS

A. Easter Egg Hunt

Superintendent Violante stated the Easter Egg Hunt is scheduled for Sunday, March 30<sup>th</sup> at 11:00 a.m. It is being sponsored by Kiwanis of Burr Ridge/Willowbrook and Dell Rhea's Chicken Basket. Walgreens will again be taking pictures. Superintendent Violante stated that the eggs will be separated into areas by age. She asked for volunteers. Commissioner Richard Cobb and Commissioner Rene Schuurman will help at the event.

B. Soccer Goal Safety and Education Policy

Superintendent Violante related in the past that Commissioner Landsman had brought up Zach's Law, stating the guidelines that need to be followed to secure and anchor soccer goals. Superintendent Violante received a sample policy from IRMA that the Village of Hinsdale recently passed. The policy clarifies to individuals renting the fields the procedures needing to be followed in order to properly use the soccer goals. She also included an inspection checklist that the Public Works employees use to ensure that the goals are being checked in order to make sure they are anchored down properly. Superintendent Violante also added an acknowledgement page permit users need to sign indicating they received the policy.

MOTION: A Motion was made by Commissioner Stetina and seconded by Commissioner Weigus to adopt the Soccer Goal Safety and Education Policy as presented.

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

MOTION DECLARED CARRIED

7. CORRESPONDENCE/COMMUNICATIONS

Chairman Cobb stated he had spoken with Midtown Athletic Club about utilizing Lake Hinsdale Park for their programs. Their Director of Fitness lives in the towers right by the park. They are excited about potentially working with the Parks and Recreation Department on cooperative programming.

One idea was to have a running track with mile marker signs. Comments were made about putting in fitness stations.

Commissioner Stetina suggested involving residents from Lake Hinsdale Towers to help come up with their ideas for the park. The suggestion was made to have a Park Commissioner attend one of their homeowners' meetings.

8. VISITORS' BUSINESS

There was no visitors' business.

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Lazarski to adjourn the meeting at the hour of 8:00 p.m.

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

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

April 2, 2013

\_\_\_\_\_  
Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

### **Monthly Report for February 2013**

### **2013 Summer Newsletter**

The 2013 Summer Newsletter is scheduled to be sent to the printer any day now. It is scheduled to be distributed to residents the third week in April.

### **2013/2014 Budget**

The Village Trustees had their annual budget workshop on March 18. The park and recreation budget tentatively passed as well as the discretionary item of enhancements at Waterford Park. The 2013/2014 budget is scheduled to be approved by the Board of Trustees at the end of April.

TO: Park & Recreation Commissioners  
FROM: Kristin Violante  
RE: Bikes at Lake Hinsdale Park  
DATE: March 27, 2013

I recently received a call from a resident who lives in the towers next to Lake Hinsdale Park. He is concerned with the number of bicycles chained to the bike rack. He says since he has been living there, he has not seen some of the bikes move. He thinks they have been abandoned. The amount of bikes is creating an eyesore for the park. He would like the Village to remove those bikes that are currently not being used. I told him I would address his concerns with the Park and Recreation Commission to see if they could come up with a solution.



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Leroy R. Hansen

March 21, 2013

Gaye Wagner  
Community Bank of Willowbrook  
6262 S. Rt. 83  
Willowbrook, IL 60527

Dear Ms. Wagner,

I am writing to request a donation from the Community Bank of Willowbrook for the Village of Willowbrook Parks & Recreation Department's movie night scheduled for Thursday, August 15. The movie, Harry Potter, will be showing at Borse Community Park.

The cost to rent the movie from Swank Motion Pictures is \$250.00. For licensing purposes, the movie must be rented through Swank. A \$300.00 donation from Community Bank of Willowbrook will help cover the cost of the movie rental, as well as, free snacks for the kids. In return for your sponsorship, we will put your company logo in our summer newsletter as well as any other publicity materials. You can also promote your Junior Savers Program at the event.

Our community has been always extremely fortunate for the assistance that the Community Bank of Willowbrook has given us in the past. If you need further information please do not hesitate to contact me.

Sincerely,

Kristin Violante  
Superintendent of Parks & Recreation

cc: Parks & Recreation Commission



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