

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, SEPTEMBER 4, 2007, AT THE VILLAGE OF WILLOWBROOK, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Richard Cobb called the meeting to order at the hour of 7:30 p.m.

2. ROLL CALL

Those present at roll call were Commissioners Laurie Landsman, Ron Kanaverskis, Karin Miller, Doug Stetina and Chairman Cobb. ABSENT: Commissioners Sandra O'Connor and Carol Lazarski. Also present was Superintendent of Parks and Recreation Walter Righton.

A QUORUM WAS DECLARED

Commissioner Lazarski entered meeting at approximately 7:32 p.m.

3. APPROVAL OF MINUTES – August 7, 2007

MOTION: Made by Commissioner Landsman, seconded by Commissioner Miller, to approve the minutes of the regular meeting of the Parks and Recreation Commission held on August 7, 2007.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

4. CORRESPONDENCE

There was no correspondence.

5. VISITOR'S BUSINESS

There was no visitor's business.

6. REPORTS

A. Park News in Brief

Superintendent Righton provided a brief overview of the Parks News included in the Administrator's Reports dated August 15 and August 29, 2007.

- Three park detention basins, at Roger's Glen, Waterford and Creekside parks, worked very well during the latest storms. Municipal Services will be cleaning up in the parks. The tennis courts need to be washed down.
- Staff took several calls from residents concerned about the silt and smell at these parks. However, they were assured the water was storm water, not sewage.
- DuPage County was declared a disaster and the Village has applied for relief. The Village had about \$12,000 in storm damage but only minor damage to trees in parks.

- The top rail of the swing frame at Farmingdale Terrace Park broke sending it and two swings to the ground. Superintendent Righton contacted the Miracle Recreation Company representative, who inspected the unit the same day. The unit was under warranty and a new swing frame was installed at no charge to the Village.
- A fundraiser will be held to benefit the Kiwanis Club Fund for their Twin Lakes Camp for Disabled Children on October 6.
- There were 125 at the last movie night held on August 9.
- A number of residents have donated approximately \$350 toward the purchase of new trees at Creekside Park.

B. Community Park Washroom/Concession Facility Update

Superintendent Righton reported that the building design had been revised. Although the building is reduced in size, the essential elements and the essential quality of the construction are not being compromised. The exterior will be a fiber cement board siding but the stainless steel fixtures and steel doors are still included. Village Administrator Phil Modaff and Mr. Righton met with BR/W Softball League representatives who endorsed the plan. Staff will be presenting the final design to the Village Board at the meeting of September 10 and request permission to go to bid. Upon approval of the Board, it is anticipated a bid opening on October and presenting the bid results to the Board at its meeting on October 8. Mr. Righton indicated that it is possible the building could be ready for April 2008. The Commission voiced no concerns on the direction the staff was taking.

C. Community Park Tot Lot Update

Superintendent Righton informed the Parks Commission that the installation of the tot lot could begin the next day. The Village Board approved the installation at the August 13 meeting. The dedication ceremony and official opening is set for Sunday, September 30, at 4:00 p.m. at the Community Park.

7. OLD BUSINESS

A. Discussion – Children’s Holiday Party

Superintendent Righton reported that to date there were 29 gifts purchased but need approximately 110 gifts. He expressed his thanks to Commissioners Stetina and Lazarski for getting the Commissioner started on purchasing gifts.

8. NEW BUSINESS

A. Parks and Recreation Department Capital Budgeting

The Staff is beginning to look at the FY08-09 budget and at updating the 5-year capital plan for the Village Board’s consideration. Superintendent Righton noted that the larger maintenance-related items such as seal coating, replacement of benches, tables, etc. are currently included in the operational planning of the Village as are similar maintenance-related items of the other departments. He presented a list of items currently in the 5-year plan and staff suggestions that would require more discussion by the Parks Commission. Mr. Righton requested that the Parks

Commission establish its priority list for these projects at the October 2 meeting so that the planning process may continue.

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Landsman, to adjourn the regular meeting at the hour of 8:25 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2007

Chairman

Minutes transcribed by Mary Partyka.