

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, NOVEMBER 7, 2006, AT THE WILLOWBROOK HOLIDAY INN, 7800 SOUTH KINGERY HIGHWAY, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Vice Chairman Douglas Stetina 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, Ronald Kanaverskis, Patricia Wagner, Sandra O'Connor and Vice Chairman Stetina. ABSENT: Commissioner Carol Lazarski and Chairman Richard Cobb. Also present was Superintendent of Parks and Recreation Walter Righton.

A QUORUM WAS DECLARED

\*\*\*Chairman Cobb entered the meeting at approximately 7:40 p.m.\*\*\*

3. APPROVAL OF MINUTES – OCTOBER 3, 2006

MOTION: Made by Commissioner Landsman, seconded by Commissioner Wagner, to approve the minutes of the regular meeting of the Parks and Recreation Commission held on October 3, 2006.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

4. CORRESPONDENCE

Superintendent Righton referenced two pieces of correspondence included in the Parks Commission's packets: 1) was a note of thanks from the Hinsdale Community Service for the donation of the Beanie Babies that were obtained by former Commissioner Janis Winters; 2) was a note from a family who had scheduled a Fishing Birthday party to Recreation Supervisor George Scukanec thanking him for a wonderful job on the party.

5. VISITOR'S BUSINESS

There was no visitor's business.

6. REPORTS

A. Park News in Brief

Superintendent Righton presented a summary of the park news that was included in the Administrator's Report of October 24, 2006:

- Staff anticipates bringing updated information on the designs and cost estimates on the Community Park restroom/concession building to the Finance & Administration Committee at its November 13 meeting, with a presentation to the Village Board anticipated at its November 24 meeting.

- At its November 13 meeting, the Finance & Administration Committee will also review the final report from Access Recreation Group, LLC.
- The Finance & Administration will also review the program that Staff has prepared to present to the Village Board for the Special Recreation Tax levy in 2007.
- Planning for the Winter/Spring Recreation Program continues.
- The Willowbrook Garden Club has offered to plant tulip bulbs at the entrance of Farmingdale Park.
- Burr Ridge/Willowbrook Softball has completed its Fall Ball season, marking the end of their program for the year. Our Lady of Peace football and Chicago Elite soccer programs have also completed their seasons.
- In preparation for winter, routine park maintenance has begun.
- Wild Goose Chase reported the influx of Canada Geese has never been worse but the conditions at Prairie Trail and Willow Pond are much than last year due to the treatments being done.

B. Playground Accessibility Evaluation Report

Superintendent Righton advised that the final report prepared by Access Recreation Group, LLC has been completed for each of the eight (8) playgrounds. He and Director of Municipal Services Tim Halik will evaluate the report in the coming weeks with the goal of completing elements over the next several years. Staff will present the concept of funding the cost of the recommended improvements through the Special Recreation Tax to the Finance & Administration Committee.

C. Halloween Party

The Halloween Party had the largest turnout ever, in large measure due to the cooperative efforts of the Gower District 62 PTO. It is estimated there were over 300 children and adults in attendance. Superintendent indicated that the consensus of Recreation Supervisor George Scukanec, the Parks Commissioners and the PTO officers was that this was a good partnership to attempt again next year.

Superintendent Righton expressed his thanks to the Commissioners who were able to assist at the Halloween Party and included his thank you letter to the Willowbrook/Burr Ridge Kiwanis Club for their donation toward the party.

D. Children's Holiday Party Planning

The Parks Commissioners received Mr. Righton's Holiday Party. He noted that donations were coming in normally. He advised that two (2) \$100 gift cards were received that can be used for gifts for next year's event. Mr. Righton reminded the Commission that Police personnel will not be available for the party to do the photo ID's; however, if the Parks Commissioners feel the need to provide photo ID's this year, Mr. Righton would look for someone to provide them. The Commission decided it was important to offer the photo ID's. Chairman Cobb and Commissioner Miller volunteered to learn how to do the photo ID's. Mr. Righton offered to contact Deputy Chief Shelton regarding this.

7. OLD BUSINESS

A. Community Park Concession/Restroom/Storage Building

At its meeting of October 3, the Parks Commission reviewed two designs prepared by Newman Architects and unanimously recommended the Village Board approve the Option A design, subject to a satisfactory contribution by the Burr Ridge/Willowbrook Softball for at least the cost of the concession and storage areas. Superintendent Righton informed the Commission that the Staff has since prepared an Option C to reflect a product that could be built with only the currently budgeted funds. The currently has a balance in the FY06-07 Budget of \$114,724 for this project. Option C, at an estimated cost of \$114,000, includes a stand alone toilet building that is reduced in size to have one toilet, one urinal and one sink in the men's section and two toilets and one sink in the women's section with no other facilities.

Superintendent Righton advised that discussions continue with BR-W Softball and the league is interested in entering into a multi-year agreement to provide funding for a concession stand and additional storage and a long-term commitment for the use of the fields at the current level of usage.

At its November 13 meeting, the Finance and Administration Committee will review the designs that the Parks Commission has seen. If the Committee desires, the Staff then can prepare a presentation to the Village Board for its November 27, meeting.

B. Community Park Tot Playground

At its meeting of October 3, the Parks Commission had a brief discussion on a concept of completing or adding to the area east of the existing Community Park playground for a tot lot section. Although discussed in the past, tot components had been eliminated due to budget priorities. Currently, tot lot equipment is beyond the Village's five-year plan. Superintendent Righton informed the Parks Commission that an individual recently expressed interest in making a \$1,500-\$2,000 donation for playground equipment. Also, perhaps the Village Board would extend the Special Recreation Tax to fund 50% of the project. He also would suggest using unexpended funds that were anticipated in FY08-09 for the Willow Pond Fishing Pier.

Superintendent Righton noted that the tot lot concept was outside the five-year plan, making it entirely beyond the Village's planning. In order to move the project up on the schedule, the Commission would need to re-prioritize the project. Should the Commission give the tot lot a higher priority for the FY07-08 budget than any other project, and if approved by the Village Board, the tot section of the Community Park could be built next summer if the Board so agrees with such a recommendation.

MOTION: Made by Chairman Cobb, seconded by Commissioner Landsman, to recommend that the tot lot section of Community Park be completed in FY07-08 and that the Parks and Recreation Commission places this project as the highest priority of completion in FY07-08 with the exception of the Community Park Concession/Restroom Building.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

C. Midway Park

There was no report.

8. NEW BUSINESS

There was no new business.

9. ADJOURNMENT

MOTION: Made by Commissioner O'Connor, seconded by Commissioner Miller, to adjourn the regular meeting at the hour of 8:20 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

\_\_\_\_\_, 2006

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Chairman

Minutes transcribed by Mary Partyka.