

# Willowbrook

835 Midway Drive  
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 [www.willowbrookil.org](http://www.willowbrookil.org)

## 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

Mark Shelton

## Director of Finance

Carrie Dittman

## A G E N D A

REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION  
OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON TUESDAY,  
FEBRUARY 7, 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) January 10, 2017 Regular Meeting of the Parks & Recreation Commission
4. REPORT – Status Update: Willow Pond Park Renovation Project
5. REPORT – Status Update: Completion of Lake Hinsdale Park Improvements
6. DISCUSSION – Special Event Updates / Planning:
  - a) Easter Egg Hunt, Saturday, April 15, 2017
  - b) 2017 Spring Fling, May 7, 2017
7. VISITOR'S BUSINESS – Public comment is limited to three (3) minutes per person
8. COMMUNICATIONS
9. ADJOURNMENT



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Illinois Route 66 Scenic Byway

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION  
HELD ON TUESDAY, JANUARY 10, 2017, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,  
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Commissioner Stetina 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 Lorraine Grimsby, Catherine Kaczmarek, Ronald Kanaverskis, Laurie Landsman, Carol Lazarski, Robert Pionke, Rene Schuurman, and Doug Stetina.

ABSENT: None.

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

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – DECEMBER 6, 2016

The Commission reviewed the December 6, 2016 minutes.

MOTION: A Motion was made by Commissioner Landsman and seconded by Commissioner Lazarski to approve the December 10, 2016 minutes as presented.

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

MOTION DECLARED CARRIED

4. DISCUSSION – WILLOW POND PARK RENOVATION PROJECT

Administrator Halik introduced Tod Stanton from Design Perspectives. Mr. Stanton had drafted the 5-Year Parks Master Plan. Once the state reinstated the OSLAD grant, Mr. Stanton was brought in to complete the Willow Pond Project.

Administrator Halik advised that the original bid in March of 2015, the total bid price came in at just over \$822,000, in which \$400,000 would be covered by the grant. Due to the delay in receiving the grant, the low bid contractor was asked to revise pricing due to labor and material increases. The revised pricing is approximately \$900,000. Due to the increases, Mr. Stanton provided a list of possible cost reductions. Administrator Halik reminded the Commission that this list was distributed at the last Commission meeting and after discussion from that meeting, the additional parking spaces will be included in the renovations of the park.

Mr. Stanton related that due to the cost increases for the playground equipment, different vendors were contacted to provide new concepts for the playground. Mr. Stanton advised that a new playground design will need to be approved by the state per requirements of the OSLAD grant.

Administrator Halik advised that the Commission needs to make a decision on the playground equipment tonight. Mr. Stanton reviewed proposals received by Nutoys Leisure Products, Burke Play Illinois, and Cunningham Recreation. All proposed playgrounds cost approximately \$45,000.

After discussion, the consensus of the Commission was to recommend a system provided by Nutoys Leisure Products. Mr. Stanton advised that colors can be decided at a later date.

Administrator Halik advised that once IDNR approves all the plans for the playground and park features, the contractor can begin renovations in late April and could be completed in the Fall.

5. DISCUSSION – SPECIAL EVENT UPDATES/PLANNING:

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

Interim Superintendent Fenske requested feedback from the commissioners on the event. Commissioner Grimsby advised that it was a wonderful event. Comments were made about asking the sponsors to cut back on the amount of food.

Commissioner Schuurman stated that a better PA system needs to be purchased for future events.

b. Easter Egg Hunt – Saturday, April 15, 2017

Interim Superintendent Fenske advised that this event will be held from 10:00 a.m. – 12:00 p.m. He will be ordering the Easter eggs in the next couple of weeks and will be sending out donation letters to the businesses.

c. 2017 Spring Fling – May 7, 2017

Interim Superintendent Fenske advised that Event Brite will again be hosting the website registration, and it is now active. As of today, three businesses have given verbal acknowledgement of sponsorship. The Willowbrook/Burr Ridge Chamber of Commerce will be donating \$1,500, which will list them as the "Presenting" sponsor for the event. Orange Theory Fitness will have a booth at the Community Fair. ProForma Creative Impressions who was the water table sponsor wants to sponsor that table again this year.

Donation letters should be sent out in the next week.

6. VISITORS' BUSINESS

None presented.

7. COMMUNICATIONS

None presented.

8. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Grimsby to adjourn the meeting at the hour of 8:07 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

February 7, 2017

\_\_\_\_\_  
Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

**PARKS & RECREATION COMMISSION MEETING  
AGENDA ITEM SUMMARY SHEET**

**AGENDA ITEM DESCRIPTION**

**REPORT –**

**STATUS UPDATE: WILLOW POND PARK RENOVATION PROJECT**

**COMMISSION REVIEW**

- ☒ Report  
☐ Discussion  
☐ Seeking Feedback

Meeting Date:

February 7, 2017

**BACKGROUND**

On March 3, 2015, staff opened sealed bids for a renovation of Willow Pond Park. The design of this renovation project was prepared by Mr. John Vann of LandTech Design, Ltd. At the time, the low bid was submitted by Clauss Brothers, Inc. in the total amount of \$822,292.93 (\$400,000 of this expense was to be funded through an OSLAD grant). The Village Board was prepared to award a construction contract to Claus Brothers at their March 23, 2015 meeting. However, on March 10, 2015, the Village received notice from the Illinois Department of Natural Resources (IDNR) that all state OSLAD grants had been suspended by order of the Governor. All work on this project was suspended until the grant was released by the state on August 15, 2016 – 17 months later.

**STATUS UPDATE**

At the last Commission meeting, the members selected a playground design and manufacturer among several distributors that had submitted proposals. The specific catalog cut sheets and playground details for the selected playground were sent to the Illinois Department of Natural Resources (IDNR) for approval. On January 31, 2017, we received notification from the IDNR that the playground was approved (see attached). This was the last remaining component of the renovation project that the IDNR needed to approve before construction could commence.

Staff has also obtained the original CAD files for the playground design from John Vann at LandTech Design, Ltd. The CAD file plans were updated to include the selected playground components and sent to Claus Brothers Construction to enable them to submit an updated bid. Upon review, Claus Brothers requested that specific grading information also be added to the final plan set. This information was lacking in the original plan set due to the fact that the final playground design had not yet been finalized. Tod Stanton from Design Perspectives is now updating the CAD files to include the requested information on the plans.

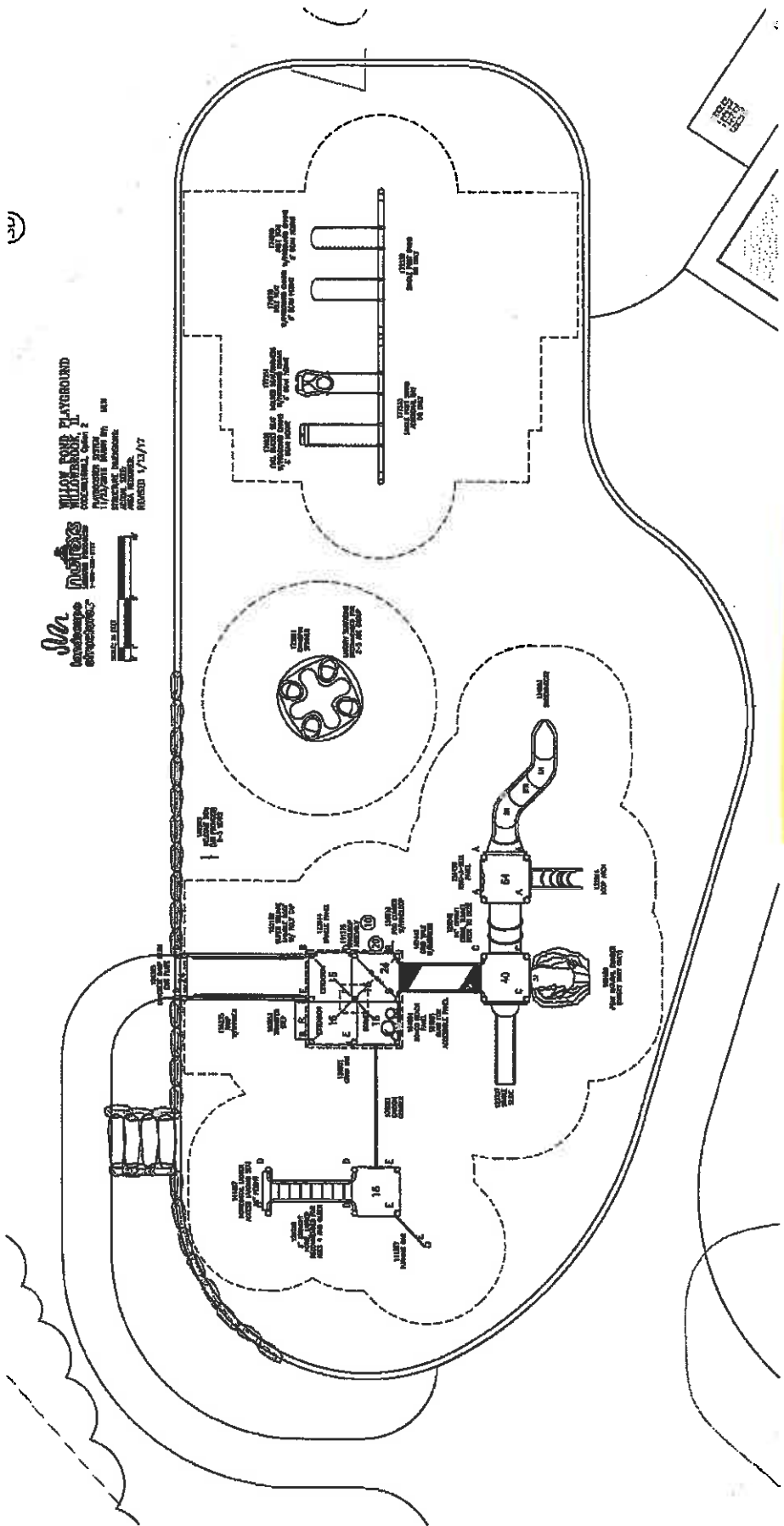
**STAFF RECOMMENDATION**

Once the revised plans are sent to Claus, they will submit their revised bid for the project which will then be considered by the Village Board. Once a contract is awarded, the project will be scheduled to begin in late April/early May of 2017.

RECEIVED

JAN 31 2017

VILLAGE OF  
WILLOWBROOK



**Wilson Park Playground**  
15' TOWER  
10' SLIDE  
CLIMBING WALL  
SPRINKLER  
SHADE STRUCTURE  
BASKETBALL COURT  
PAVED AREA  
1/31/17

Approved  
Department of Natural Resources  
OFFICE OF GRANT MANAGEMENT &  
ASSISTANCE  
By: *Shagorah* Date: *1/30/17*

# Willow Pond Playground

Wilmette, IL January 16, 2017 Will 10V12-2-1



**landscape  
structures**



**Better playgrounds.  
Better world.®**  
playlsi.com



Proudly presented by:



**nufors**  
Leisure Products





**Model:** 38100  
**Use Zone:** 17' 4" X 17' 4"  
**Fall Height:** 5'  
**Age Group:** 2 to 5 Years  
**Age Group:** 5 to 12 Years

### Features and Benefits:

- Provides a variety of activities to maximize play value
- Tactile, molded pieces provide sensory benefits as children explore and discover
- Ground-level crawl tubes create a place to gather or rest in the shade
- Visually appealing hand molded and hand painted GFRC

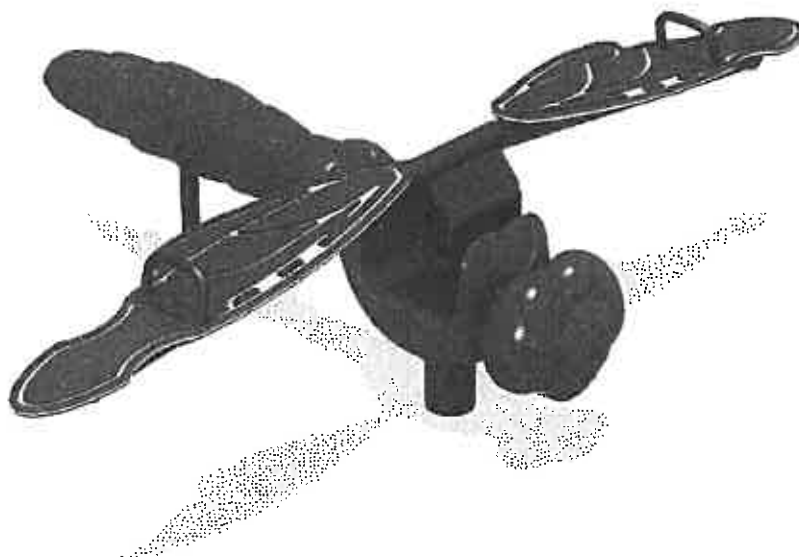
Our beautifully-detailed, hand sculpted Ant Hill provides a variety of activities to maximize the play value of any play pocket. Children can climb the hill using the hand sculpted ant grips or move through the 4-way ground level crawl tub. The cave-like tunnels also provide a place to gather and socialize or to rest in the shade on a hot day.







## Dragonfly See Saw



**Model:** 38000

**Use Zone:** 20' 11" X 18' 3"

**Fall Height:** 4'

**Age Group:** 2 to 5 Years

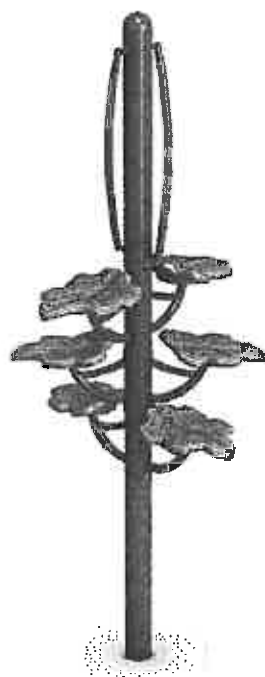
**Age Group:** 5 to 12 Years

### Features and Benefits:

- Maximizes play value with multiple play experiences
- Tactile head and body provide sensory benefits as well as easy-to-grip climbing surfaces
- Rotationally-molded, double-wall constructed body, HDPE Wings and heavy-duty inground steel supports create a durable piece for any trail or playground.

Children can soar through the pond ecosystem on this play pocket favorite! The Dragonfly provides multiple play experiences for children to ride on the back, climb on the tail or use the wings as a unique see-saw. The molded body and head create a tactile piece that is a great addition to any trail or pathway.





**Model:** 38011

**Use Zone:** 15' 8" X 15' 8"

**Fall Height:** 6'

**Age Group:** 5 to 12 Years

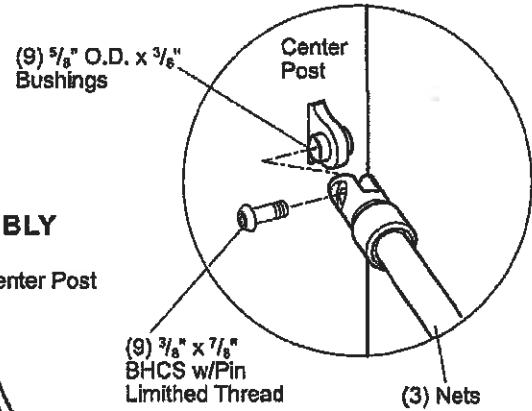
### Features and Benefits:

- Sculpted rotationally molded leaves provide grippable climbing surface, as well as a comfortable place to sit and socialize
- Durable steel post, connection bars and hand holds to aid climbing
- create secure climbing event as children move from leaf to leaf up to 6 ft.
- Realistic leaf design prevents water pooling

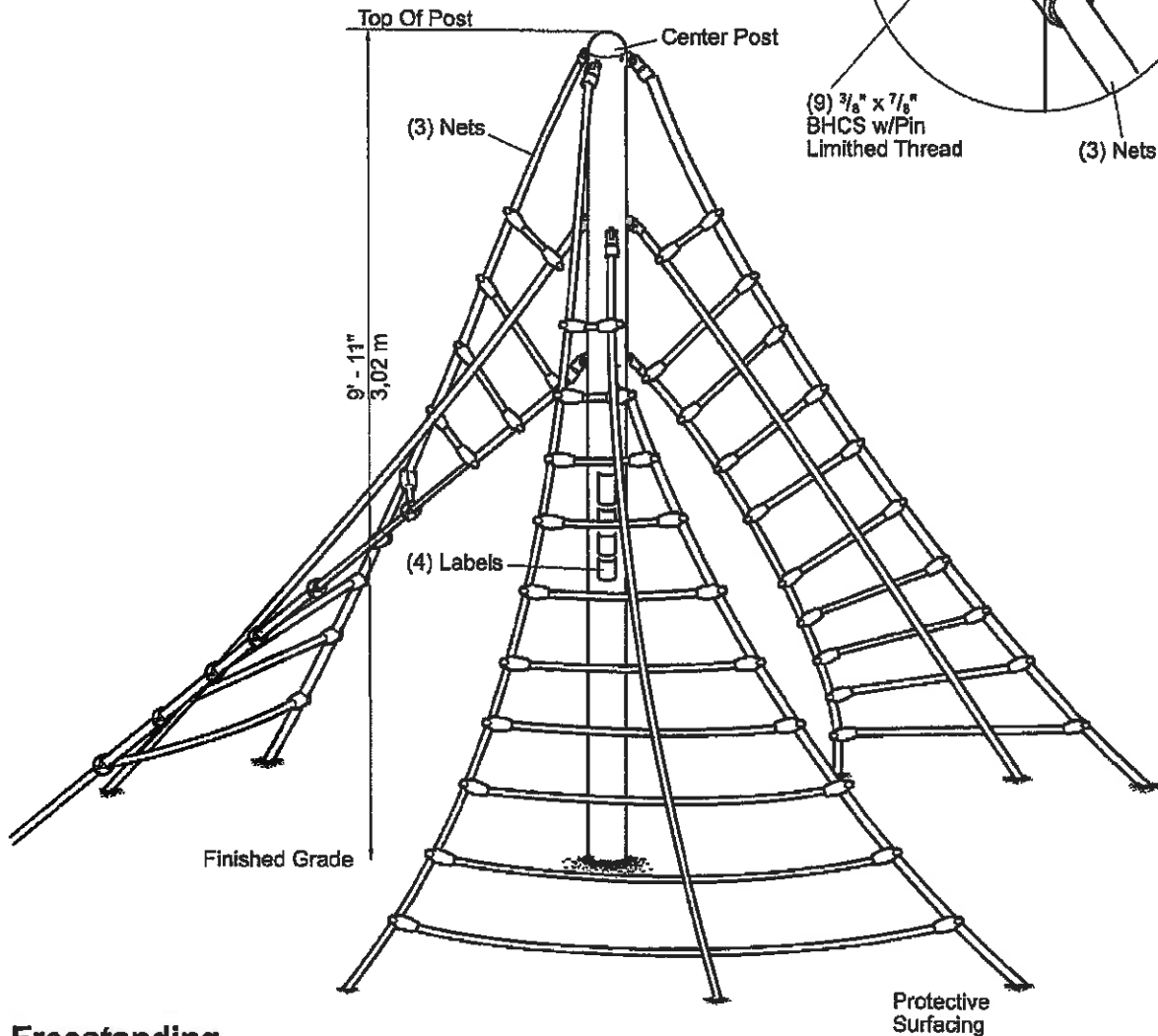
GameTime's High Vine Climber takes children on an exciting climbing adventure as they move from leaf to leaf to reach the top of this forest-inspired play event. The rotationally molded, tactile leaves provide a grippable climbing surface or a great place to sit and socialize with friends. Combine with the low vine climber to create a climbing event from ground level up to 6'.



**DETAIL  
STAR SEEKER TO  
POST ATTACHMENT**



**DETAIL  
FINAL ASSEMBLY**



**Freestanding  
Climbers**

**148041 Star Seeker Climber**

Sheet 1 of 2



# Freestanding Climbers 148041 Star Seeker Climber

## Parts List

Part#	Description	Qty.
203672	Net, Specify Color.....	3
142273	Mast Footer.....	1
162606	132" Center Post, Specify Color.....	1
144565	Anchor Bar.....	9
171684	Turnbuckle.....	9
213097	Star Seeker Climber Hardware Package.....	1
100290	1/8" x 7/8" BHCS w/Pin Ltd. Thread Bolt, SST.....	18
127179	3/8" O.D. x 3/8" Bushing, SST.....	9
156847	Play Safe Label, 5-12 YRS.....	1
182213	Hot Surface Warning Label.....	1
182212	Entanglement Warning Label.....	1
115176	Hard Surface Warning Label.....	1
157704	7/16" x 2" BHCS w/Pin Ltd. Thread Bolt, SST.....	18
176895	3/8" x 1" x 2 1/2" Link Plate, SST.....	9
100328	7/16" Standard Hex Nuts, SST.....	18

## Specifications

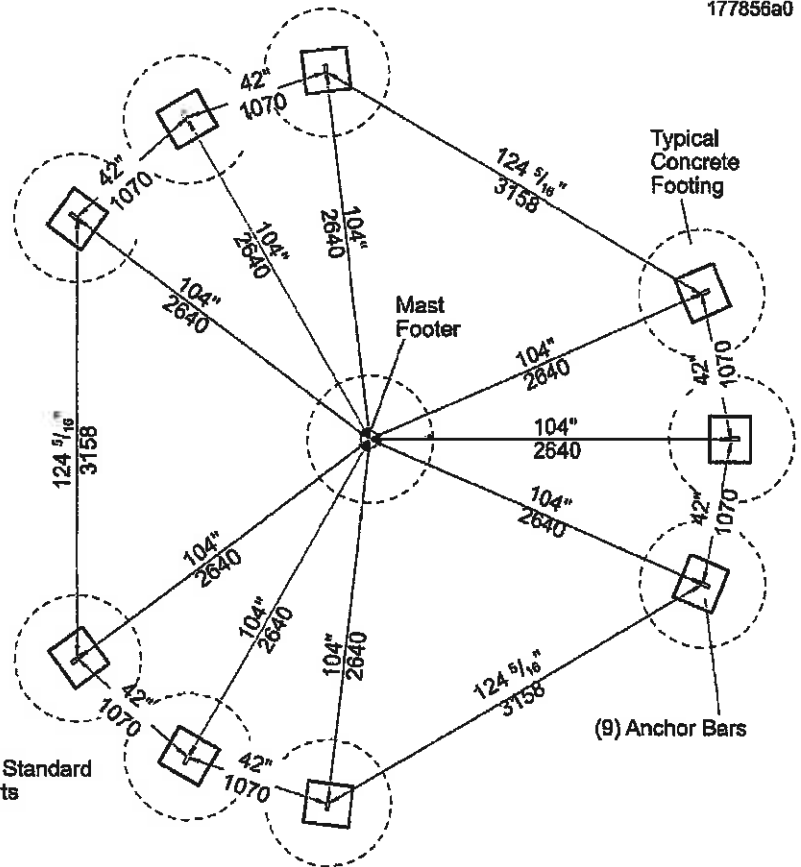
<b>Net:</b>	Made of tightly woven polyester-wrapped, six-stranded galvanized-steel cable with a polypropylene core, color specified. (Cable Connectors) 6061-T6 aluminum.
<b>Mast Footer:</b>	Fabricated from 3.500" O.D. RS-20 (.125") galvanized steel tubing.
<b>Anchor Bar:</b>	Weldment comprised of 1/2" x 3" flat steel and 1/4" x 8" square plate. Finish: Galvanized.
<b>Center Post:</b>	Fabricated from 5" O.D. 7 GA (.179") galvanized steel tubing and .375" stainless steel sheet. Finish: ProShield®, color specified.
<b>Fasteners:</b>	Primary fasteners shall be socketed and pinned tamperproof in design, stainless steel (SST) per ASTM F 879 unless otherwise indicated (see specific product installation/specifications).
<b>Installation Time:</b>	(Installation of Net) 2 People approx. 1 1/2 hours (Plan View Layout & Concrete Footings) 2 People approx. 3 hours
<b>Weight:</b>	400 lbs.
<b>Area Req.:</b>	28' (8.53 m) Diameter Minimum Use Zone
<b>Concrete:</b>	Approx. 73 cu. ft. or 2.72 cu. yards
<b>Fall Height:</b>	10' (3.05 m)

## Installation Instructions

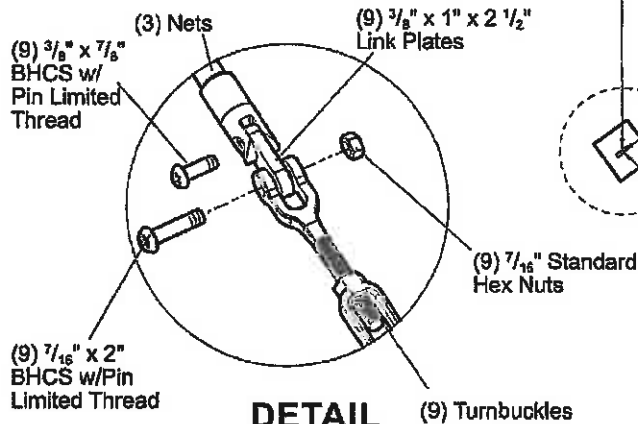
- 1) Dig footings to depths and spacing, as shown.
- 2) Place anchor bars and mast footer in footing holes to dimensions shown. Anchor bars should be angled in line with mast footer.
- 3) With mast footer and anchor bars plumb, pour concrete footings. **NOTE:** Allow mast footer and anchor bar concrete footings to cure for a minimum of 72 hours before attaching Star Seeker Climber and turnbuckles.
- 4) Lay center post on cardboard or other material to prevent center post from being scratched. Insert 3/8" O.D. x 3/8" bushings into net clamp tabs. Attach net to net clamps with bushings, using 3/8" x 7/8" BHCS w/pin limited thread. Refer to the Star Seeker to Post Attachment Detail. **NOTE:** For proper orientation of the net refer to the Final Assembly Detail.
- 5) Lift center post in upright position and place over mast footer.
- 6) Attach all turnbuckles to net and anchor bars. Refer to the Direct Bury Detail. **NOTE:** Do not tighten turnbuckles until all are attached.
- 7) Tighten turnbuckles evenly until net is tight and post is plumb.
- 8) Apply Play Safe and Warning Labels, as shown.
- 9) Install protective surfacing to satisfy the fall height requirements before users are allowed to play on the structure.

**NOTE:** 104" Dimension is from center of mast footer to middle of anchor bar.

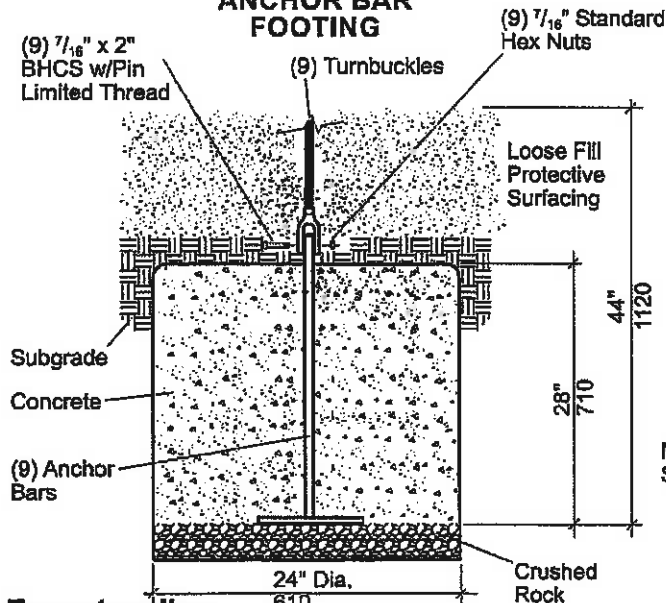
**PLAN VIEW**



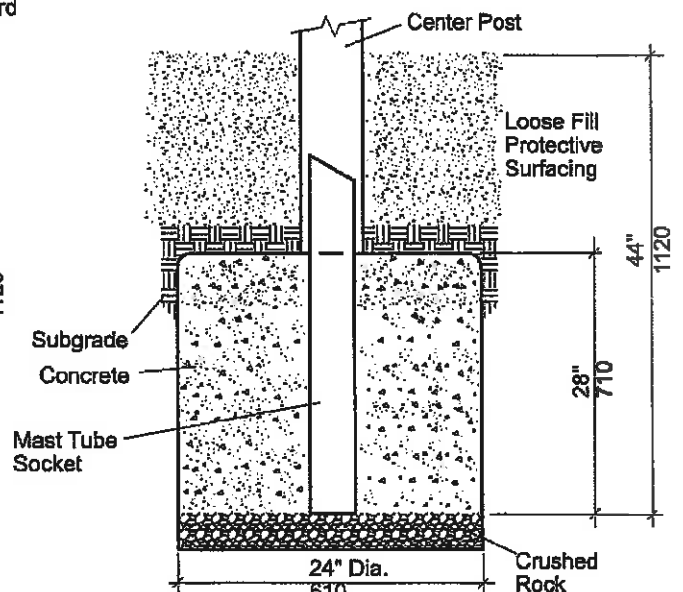
**DETAIL  
TURNBUCKLE ATTACHMENT**



**DETAIL  
ANCHOR BAR  
FOOTING**



**DETAIL  
MAST TUBE SOCKET  
FOOTING**



**Freestanding  
Climbers**

**148041 Star Seeker Climber**

Sheet 2 of 2

**PARKS & RECREATION COMMISSION MEETING**

**AGENDA ITEM SUMMARY SHEET**

**AGENDA ITEM DESCRIPTION**

**REPORT –**

**STATUS UPDATE: COMPLETION OF LAKE HINSDALE PARK IMPROVEMENTS**

**COMMISSION REVIEW**

- ☒ Report  
☐ Discussion  
☐ Seeking Feedback

Meeting Date:

February 7, 2017

**BACKGROUND**

The public bid opening for the Lake Hinsdale Park Renovation Project occurred on August 18, 2016 at 2:00 PM. A total of four (4) sealed bids were received prior to the deadline with the low bid received from George's Landscaping d/b/a GLI Services, Inc. in the total amount of \$79,063. The Village Board awarded a contract to George's Landscaping at their regular meeting on August 22, 2016. The signed resolution and executed contract was then sent to George's Patecki, President of George's Landscaping, via Fed-Ex on August 23, 2016 to be counter-signed and returned. A pre-construction meeting was held on September 6, 2016 at 9:30 AM at the Village Hall. The start of this project was delayed due to the contractor needing to finish contract work in other locations.

**ITEM COMMENTARY**

Work began in November and is now substantially complete pending the completion of final inspection punchlist items (see attached). Last month the contractor submitted a request for partial payment as follows:

(TOTAL CONTRACT AMOUNT:       \$79,441.66)

Invoice #1 amount:               \$44,191.16

Less Retainage (10%):           \$4,419.12

Payout #1 Request:               \$39,772.04

Once the punchlist items are completed, a second partial payout request will be processed. The 10% retainage amount will be released after site restoration is approved in the spring.

**STAFF RECOMMENDATION**

Attached are several pictures taken by Interim Park Superintendent John Fenske on Saturday, January 21, 2017. The canopy cover is a mesh-type fabric that is not recommended to stay outside throughout the winter season. It is easily installed/removed and is currently in the possession of the Village public works department. Once the snow and ice winter season has passed it will be installed.

## **2016 Lake Hinsdale Park Improvements**

Village of Willowbrook

### **Punch List**

Walk Through Date: 29 January 2017

Punch list by: Tod Stanton

Substantial Completion: 29 January 2017

Issue

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1. Removal excess gravel from parking lot
2. Removal excess gravel from curb at maintenance gate
3. Touch up seeding will be needed in areas that did not take in the Fall
4. Minor amounts of water is being trapped along the berm. Review with Village to discuss if any corrective action is required.
5. Southern portion of the path has settled with existing turf edge higher than path. Additional stone material may be required to raise up the path under warranty.
6. Shade structure post is not square
7. Blanket needs to be reattached in areas that have moved
8. Site visit needs to be scheduled in Spring 2017 to review all construction work and evaluate seeding areas that need to be addressed under warranty period





# Lake Hinsdale Park

PARK CLOSES AT DUSK  
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THE VILLAGE OF  
WILLOWBROOK

























