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Willowbrook

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A G E N D A

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

REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON TUESDAY, JULY 11, 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) June 6, 2017 Regular Meeting of the Parks & Recreation Commission
4. REPORT –
 - a) Willow Pond Status Update
 - b) Master Plan Update – Kickoff Meeting, Focus Group
 - c) Touch a Truck – July 7th
 - d) Family Fishing Day – July 8th
 - e) Fishing Derby – June 24th
5. DISCUSSION – Special Event Updates / Planning:
 - a) 2017 Movie Night – July 14th
 - b) Parent/Child Fishing event – July 21st
 - c) Back to School Bash – Aug. 16th
 - d) Willow Pond dedication
6. VISITORS' BUSINESS – Public comment is limited to three (3) minutes per person
7. COMMUNICATIONS
8. ADJOURNMENT

Weather permitting, A Park Inspection tour will take place after the meeting.



Proud Member of the
Illinois Route 66 Scenic Byway

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, JUNE 6, 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 7:00 p.m.

2. ROLL CALL

Those present at roll call were Commissioners Lorraine Grimsby, Catherine Kaczmarek, Laurie Landsman, Robert Pionke, and Doug Stetina.

ABSENT: Commissioners Ronald Kanaverskis and Carol Lazarski, and at time of Roll Call, Chairman Richard Cobb.

Also present were Mayor Frank Trilla and Temporary Interim Superintendent of Parks and Recreation John Fenske.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – MAY 2, 2017

The Commission reviewed the May 2, 2017 minutes.

MOTION: A Motion was made by Commissioner Grimsby and seconded by Commissioner Landsman to approve the May 2, 2017 minutes as presented.

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

MOTION DECLARED CARRIED

4. DISCUSSION – PARKS & RECREATION 5-YEAR MASTER PLAN UPDATE – TOD STANTON, DESIGN PERSPECTIVES

Tod Stanton advised that he will be meeting with Village Administrator Tim Halik and Interim Superintendent Fenske in the next week for a kick off meeting for the Master Plan Update.

Mr. Stanton advised that he would like to get the surveys sent to residents in the first part of July. Mr. Stanton reviewed the survey that had been distributed to residents in 2013 and recommended changes to some of the questions. Mr. Stanton requested that the commissioners review and forward any additional questions that may be added. Surveys should then be returned from the residents by the end of July.

Mr. Stanton related that he would like to schedule an interest group meeting in the middle of June. A community-wide meeting will be held in July. Capital Improvement Plan, Goals and Objectives, and

updating concepts should be completed by the end of July. The final update plan should be completed by August. Dates are flexible.

***NOTE: Chairman Cobb arrived at 7:09 p.m.

Mr. Stanton asked the Commissioners for a list of what new things they would like to see in the parks, what things the Commissioners would like removed, and what would the Commissioners like to get out of the new Master Plan. Mr. Stanton advised that he will try to incorporate the commissioners' remarks.

Mr. Stanton advised that he will attend the Movie Night on July 14th and speak to residents about the parks.

5. REPORTS

a. Willow Pond Park Renovation Project – Status Update

Mr. Stanton advised that the old playground equipment has been removed and donated to Kids Around the World. The contractor for the park has recommended some modifications to the elevation grading of the playground area. Excavation around the pond and the additional parking spaces has begun. Additional fishing piers have been started. The shelter should be installed in the later part of July. Mr. Stanton stated that the bathroom should be delivered in approximately eight (8) weeks.

b. Tree Removals at Borse Community Park

Interim Superintendent Fenske advised that approximately 23 cottonwood trees were removed from Borse Park due to dry rotting. Trees will be replaced.

6. DISCUSSION – SPECIAL EVENT UPDATES/PLANNING:

a. 2017 Spring Fling – May 7, 2017

Interim Superintendent Fenske related that new this year, sponsor letters were sent to the members of the Willowbrook/Burr Ridge Chamber of Commerce in order to obtain new sponsors. Overall, there were 27 sponsors, which is down from last year's 42. There were 146 total runners, 107 in the 5K and 39 in the 1-mile kids run.

Event participants enjoyed the tent, tables and chairs that were provided. Interim Superintendent Fenske thanked the commissioners and office staff that assisted in the race.

Interim Superintendent Fenske stated that the two designated charities, Gateway Special Recreation Association and Willowbrook/Burr Ridge Kiwanis, received donation checks of \$1,250 each.

b. Lake Hinsdale Park Grand Opening – Saturday, May 20, 2017

Interim Superintendent Fenske advised that Commissioner Stetina and several Village Board members, including Mayor Trilla, attended this event. Two residents from Lake Hinsdale Tower also attended.

c. 2017 Fishing Derby – Saturday, June 24, 2017

Interim Superintendent Fenske stated that the Derby will be held at Prairie Trail Park.

7. VISITORS' BUSINESS

None presented.

8. COMMUNICATIONS

Interim Superintendent Fenske stated that on May 18th, he met with representatives from Clorox/Glad Research Development Center on Adams Street. The group is interested in conducting a park clean up program. They completed the clean up work at Borse Park.

Mayor Trilla advised that he was contacted by Bella Cosa Jewelers, who wishes to be part of the Willow Pond Park renovation and sponsor one of the pieces of equipment in the park. Mayor Trilla suggested that other businesses should be reached out to for similar donations. Money raised can be used for other park programs.

Mayor Trilla asked the Parks Commissioners to organize the dedication of the police department for early September. Mayor Trilla will be flying in guest speakers that were affected by the events of 9-11 for the ceremony. Mayor Trilla advised that he would like to tie the ceremony into the reopening of Willow Pond park.

Interim Superintendent Fenske related that he received a call from former Parks Commissioner Dave Moss. Mr. Moss advised that his wife passed away in the Spring and inquired about planting a tree in Ridgemoor Park in her memory. The tree and a plaque has been ordered and paid for by Moss's family and friends. There will be a memorial on June 30th.

Interim Superintendent Fenske advised that Commissioner Rene Schuurman has moved out of town and tendered his resignation.

9. ADJOURNMENT

MOTION: Made by Commissioner Pionke, seconded by Commissioner Landsman to adjourn the meeting at the hour of 8:30 p.m.

Page 4
Parks and Recreation Commission Meeting
June 6, 2017

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

July 11, 2017

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.