

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, OCTOBER 2, 2018, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Robert Pionke called the meeting to order at the hour of 7:00 p.m.

2. ROLL CALL

Those present at roll call were Chairman Pionke, Commissioners Catherine Kaczmarek, Ronald Kanaverskis, Laurie Landsman, Carol Lazarski, and Douglas Stetina.

ABSENT: Commissioner Lorraine Grimsby.

Also present was Temporary Interim Superintendent of Parks and Recreation John Fenske and Village Trustee Sue Berglund.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES

a. Minutes – September 4, 2018 Regular Meeting – Parks & Recreation Commission

The Commission reviewed the September 4, 2018 minutes.

MOTION: A Motion was made by Commissioner Lazarski and seconded by Commissioner Kanaverskis to approve the September 4, 2018 minutes as presented.

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

4. REPORT

None presented.

5. DISCUSSION

a. 2018 Pumpkin Fest

Interim Superintendent Fenske advised that the Pumpkin Fest will be held on Friday, October 26th from 6:00 p.m. – 8:00 p.m. at Gower West Elementary School. Taffy apples have been ordered. Due to allergies concerns, only nut-free apples were ordered. Kiwanis is donating the fee to pay for the taffy apples.

b. 2018 Tree Lighting

Interim Superintendent Fenske stated that the Tree Lighting will be held on Friday, November 30th from 6:00 p.m. – 8:00 p.m. at Willow Pond. Interim Superintendent Fenske advised that he has been working with Commissioner Grimsby on event plans. Currently, there will be light refreshments, cookies, hot chocolate, and coffee.

Santa and Mrs. Claus will make an appearance. The lighting of the tree will occur at approximately 6:15 p.m. Interim Superintendent Fenske related that he is looking to rent space heaters and temporary walls for the pavilions in the event that it is too cold.

Interim Superintendent Fenske stated that he contacted Wingren Landscaping and advised them the lights needed to be on the tree before November 30th.

Interim Superintendent Fenske advised that donation request letters were sent to Willowbrook and Chamber businesses for both the tree lighting and for the holiday party. Splash Graphics, a Willowbrook business, advised that they will donate signs for the event.

c. 2018 Holiday Party

Interim Superintendent Fenske advised that the remaining budgeted money from the Willow Pond Park grand opening is not available to use at the holiday party. The budget for the holiday party will be the amount of donations that is received from area businesses.

Commissioner Kaczmarek reviewed the arts and crafts projects that will be used during the event.

Interim Superintendent Fenske provided samples of the postcards that will be mailed to residents and the program that will be distributed during the event.

d. Marketing Plan

Chairman Pionke advised that he spoke to Mayor Trilla in reference to the marketing plan. Mayor Trilla recommended that the Chairman speak with Village Administrator Halik. Chairman Pionke stated that he has not met with Administrator Halik at this time due to the Sterigenics issue going on right now.

Chairman Pionke related that this item will be on future agendas for additional discussions.

e. Park Maintenance Update

Interim Superintendent Fenske advised that the fence on the north side of Willow Pond was overlooked during the renovations of the park. The fence has since been replaced. The message board has also been put up at Willow Pond. The hot coal bins were also installed by Public Works employees.

Chairman Pionke is waiting for information from the Administration if there were any issues with the park maintenance since going with the greener fertilizer program.

Interim Superintendent Fenske related that the week of September 9th, the splash pad at Willow Pond was shut down due to the motor overheating. There was a malfunction in the timer and has since been repaired.

A suspension bridge at Borse Memorial Park had frayed lines on it and replacement parts have been ordered.

DuPage County SWAP program was out during the week of September 10th and performed general clean up in all the parks.

6. NEW BUSINESS/IDEAS

a. Kite Fly

Commissioner Stetina advised that this event was held every year in the past. The last event only had one participant. Commissioner Lazarski related that the event was moved from Borse Community Park to Farmingdale Park and could be the cause of the low turnout. Chairman Pionke suggested that the event be moved to Midway Park.

After discussion, the consensus was to hold one kite event for 2019 on May 18th from 10:00 a.m. – 12:00 p.m.

b. Drop-In Pre School

Chairman Pionke reminded the Commissioners that this program consists of once a week, for 2 – 3 hours, parents can bring their children to one of the parks for a pre-school program held by a pre-school teacher. Parents must stay present in the park during the program. The program will run for eight (8) weeks between Memorial Day and Labor Day.

Chairman Pionke spoke with LaVonne Campbell from the Burr Ridge Park District about participating in the program. Ms. Campbell advised that she would however, the classes would need to be held on a Monday or Friday. Ms. Campbell also requested that parks in Burr Ridge and Willowbrook be utilized. Teachers that are already conducting classes through the Burr Ridge Park District will be run the program.

Chairman Pionke also spoke of additional ideas for programs throughout the year; such as a neighborhood picnic, dance, and a car show. Interim Superintendent Fenske suggested reinstituting the yard sale. Commissioner Kaczmarek suggested contacting the new ice rink and offering some kind of program through their facility. The concurrence of the Commission was to hold a community picnic during 2019.

Commissioner Stetina suggested looking into exercise equipment for senior citizens be placed in Willow Pond Park. The Commission recommended placing this equipment in a different park.

7. VISITORS' BUSINESS

None presented.

8. COMMUNICATIONS

Chairman Pionke sent an email to Mayor Trilla in reference to capital projects. Mayor Trilla advised that there is \$353,000 allocated for renovations of the exterior of the new Parks building. Construction should begin in the near future.

Chairman Pionke also asked about renovations for Ridgemoor Park. Mayor Trilla advised that the budget is tight at this time and renovations have been postponed. Suggestions were made to look into obtaining a grant for the renovations.

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Landsman to adjourn the meeting at the hour of 8:47 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

November 6, 2018

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.