

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION  
HELD ON TUESDAY, SEPTEMBER 3, 2019, 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 Lorraine Grimsby, Catherine Kaczmarek, Ronald Kanaverskis, Laurie Landsman, Carol Lazarski and Doug Stetina.

ABSENT: None.

Also present was Interim Superintendent of Parks and Recreation John Fenske.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES

a. Minutes – August 6, 2019 Regular Meeting – Parks & Recreation Commission

The Commission reviewed the August 6, 2019 minutes.

MOTION: A Motion was made by Commissioner Grimsby and seconded by Commissioner Stetina to approve the August 6, 2019 minutes as presented.

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

4. REPORT

A. 1<sup>st</sup> Annual Community Picnic – August 10, 2019

Commissioner Stetina thanked Interim Superintendent Fenske for all his hard work. Everyone felt the Picnic was a tremendous success. Interim Superintendent Fenske stated that the total expenses were \$2,625.50 with \$374.50 remaining. Mayor Trilla had some suggestions for next year which include a 3- on- 3 basketball tournament and a charity softball game between the police department and fire fighters which could be opened up to the surrounding communities. Discussion on how to improve this event for next year. Commissioner Kaczmarek suggested we do sandwiches and maybe reach out to Jimmy Johns. Commissioner Grimsby said she had a couple ask if there was any vegetarian food and that this would be something to consider for next year. Interim Supt. Fenske suggested August 8, 2020 for next year. The board asked Interim Supt. Fenske to get pricing on what it would cost to purchase a hot dog steamer.

5. DISCUSSION

A. 2019 Tree Lighting

Interim Supt. Fenske stated that this year's Tree Lighting will be held on November 29, 2019. The Budget for the event is \$4000. The cost for the event last year was \$2400. Interim Supt. Fenske contacted American Holiday Lights for an estimate for lighting. Their estimate is \$3,212.00 which includes installation, extension cords and timers.

Chairman Pionke stated the Gower Choir will be available to sing and he was contacted by a Girl Scout troop who is interested in making ornaments for the trees. Chairman Pionke then discussed his proposal to move everything to the north side of the pond because of the issues last year with walking on the path and the traffic noise that made it hard to hear.

Chairman Pionke received a quote for a booklet containing songs for \$260.00 for 100 copies. Discussion on getting a sponsor for the booklet and how it would be set up.

B. 2019 Children's Holiday Party

Interim Superintendent Fenske reached out to The Great Boodini and received a quote for \$500.00 which included his DJ sound system, Holiday LED Juggling, Giant 8-Foot-Tall Toy Solider Illusion, Levitation illusion, floating green ornaments and a giant 6-foot-tall playing card. Commissioner Grimsby and Commissioner Kaczmarek brought information on possible entertainers.

Interim Supt. Fenske stated that our Santa retired, so we will have to find a new one, and that we can expect to pay between \$300-\$350 per hour.

Several ideas on crafts, photos, photo booth backdrops and the postcards were also discussed. Commissioner Stetina asked if there is a deadline for registration, Chairman Pionke said it is November 29<sup>th</sup>, and that there is also a maximum number of attendees allowed.

C. Park Rentals/Fees

Interim Supt. Fenske discussed the breakdown of rentals per month at Borse & Willow Pond going back to 2016. The breakdown was included in the agenda.

Chairman Pionke asked what costs are incurred by the village in relation to the permits. He also said he will try to figure something out for next month.

D. Park Maintenance Update

Interim Supt. Fenske reported that some of ballfield light issues at Borse were fixed. The breaker has been repaired for \$2,400, but we are still waiting for ComEd to finish repairing their part of the problem. We are looking into seeing if ComEd is responsible for the breaker issue and, if so, we plan on filing a claim to recoup the cost of getting it repaired.

The splash pad is getting turned off for the season either on Sept. 2<sup>nd</sup> or 3rd.

Chairman Pionke asked about the basketball net at Farmingdale Terrace.

Commissioner Kaczmarek mentioned the algae growth at Prairie Trail.

6. NEW BUSINESS/IDEAS

Interim Supt. Fenske reported that after 41 years, Recreation Supervisor George Scukanec will retire on September 1<sup>st</sup> of this year. Interim Supt. Fenske will summarize a job description for the position and have the outline ready for the October meeting. Interim Supt. Fenske related that he will add pictures to the Village website, Village's Facebook page, and all upcoming events and activities.

7. VISITORS' BUSINESS

None Presented.

8. COMMUNICATIONS

None Presented

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Grimsby to adjourn the meeting at the hour of 8:27 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

Oct 1, 2019



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Chairman

Minutes transcribed by Executive Secretary Christine Mardegan and Interim Superintendent Fenske.