

MINUTES OF THE SPECIAL MEETING OF THE PARKS AND RECREATION COMMISSION  
HELD ON TUESDAY, OCTOBER 2, 2012, AT THE WILLOWBROOK VILLAGE HALL, 7760  
QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Chairman Richard Cobb, Commissioners Ronald Kanaverskis, Laurie Landsman, and Doug Stetina.

ABSENT: Commissioner Rene Schuurman. At time of Roll Call, Commissioners Carol Lazarski and Ramona Weigus.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – SEPTEMBER 18, 2012

The Commission reviewed the September 18, 2012 minutes.

MOTION: A Motion was made by Commissioner Stetina seconded by Commissioner Landsman to approve the September 18, 2012 minutes as presented.

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

MOTION DECLARED CARRIED

4. REPORTS

*Park News in Brief*

**Fall Programming**

Superintendent Violante stated fall programs have begun with the most popular programs being Yoga, Pilates, Sensible Fitness, and Computers for Seniors. There are approximately 20 people on the waiting list for the senior computer program. There will be a small charge for the next session of computers to cover the costs of hiring an assistant.

Superintendent Violante stated that she will be disseminating a flyer to Gower and Maercker School Districts about the upcoming Pumpkin Fest event at Gower Elementary. The party will be held on Friday, October 26. Superintendent Violante asked if any of the commissioners are

available to volunteer at this event on Friday, October 26. Commissioner Landsman is available and Commissioner Lazarski will get back to Superintendent Violante on her availability.

### **Field Permits**

Superintendent Violante stated that she has received permits from AYSO, BRW, Orland Park Sparks travelling softball team, and Our Lady of Peace for use of Midway and Borse Parks.

### **Park Vandalism**

Superintendent Violante stated there has been graffiti sprayed on playground equipment at Prairie Trail Park. Toilet paper holders have been damaged in the male restroom at Community Park. Aluminum soccer goal anchors have been taken from Midway Park. Superintendent Violante stated she has contacted the organizations with fall weekend permits at Borse and Midway about the damage since most of the vandalism around Borse Park has occurred when those groups are there. The security deposit is currently waived for these groups, but may be reinstated if the vandalism continues. These groups are having their supervisors and coaches monitor the Community Park restrooms more often while their groups are utilizing the park fields.

Superintendent Violante also stated that they are now chaining the anchors to the soccer goals. AYSO will be paying for the replacement of some of the missing anchors since they utilize the goals on Saturdays.

\*\*\*Commissioner Carol Lazarski arrived at 7:06 p.m.

Superintendent Violante stated that the ponds at Willow Ponds and Prairie Trail have recently been stocked with largemouth bass. Chairman Cobb asked if the pond water levels were ok. Superintendent Violante stated that they are a little low; however, test results have all come back positive.

## **5. OLD BUSINESS**

### **A. Master Plan**

Todd Stanton, Design Perspectives, reviewed the master plan schedule and survey. Mr. Stanton stated that the survey is the most important aspect of the master plan.

\*\*\*Commissioner Ramona Weigus arrived at 7:09 p.m.

Mr. Stanton stated that the survey should be mailed out early next week. The normal turnaround time for the responses is approximately three (3) weeks. Superintendent Violante asked if the survey will be available on-line. Mr. Stanton stated that after the random sample has been completed, copies of the survey will be available at the front counter and as well as a general link posted on the Village's website. These data sets will be kept separate from the random sample for comparison. Chairman Cobb questioned what the target response number

is. Mr. Stanton stated that the goal of surveys returned is 400: 200 through the mail, 100 by phone, and 100 by email.

Mr. Stanton stated that the survey question pertaining to the need for indoor recreation space was left generic so it does not lead residents into thinking a recreation center will be built. Mr. Stanton stated the reference of indoor recreation space could also refer to an empty storefront utilized for recreation space. Mr. Stanton stated that he has to justify the need for recreation space before there can be a more specific question pertaining to a specific recreation center. Chairman Cobb stated that Question #8 should have the word "additional" placed before "indoor recreation space" and have a list of examples of those types of rooms that could be available.

Commissioner Landsman requested a question be added in reference to if the Village were able to secure a grant for partial funding of a project, would the citizens support it. Mr. Stanton stated that the question will be phrased similar to, "Would the citizen support a recreation grant knowing a certain percentage of funds will be required from the Village."

Superintendent Violante requested to review the final survey before it gets mailed. The Commissioners did not feel it necessary to review the final product, as long as Superintendent Violante was able to look it over. Mr. Stanton stated that was not a problem.

Superintendent Violante stated she can place an ad in the Winter/Spring Park Newsletter, requesting volunteers to attend one of three focus group meetings and/or the community-wide meeting. The Commissioners felt these meetings should be held after the holidays.

Commissioner Stetina suggested that a question regarding dogs in the parks be added to the survey. There was consensus from the Commissioners to have a question on this topic included on the survey.

Mr. Stanton stated that he would attend the next Parks meeting with some tentative survey results as well as preliminary feedback from the information he has collected from both the Commission and staff.

Mr. Stanton passed out a survey to the commissioners regarding the Parks Department and the Village. (See attached summaries of the questionnaire and discussion.)

## B. Fall Programming

Superintendent Violante stated that she has sent a letter to the Willowbrook/Burr Ridge Kiwanis Club requesting donations for the upcoming Pumpkin Fest event.

She has received approval from Hinsdale Lake Commons mall to have the tree lighting in front of the Fannie May store. She has been in contact with Public Works to decide on the height of the tree as well as to how to best secure it.

Benches have been purchased for Farmingdale Park to be placed near the basketball court. The Garden Club also assisted in planting perennials around the signs at Midway Park and Farmingdale Park.

6. NEW BUSINESS

A. 2012 Special Recreation Tax Levy

Superintendent Violante stated that a tentative proposal will be voted on by the Village Board in November and will go into effect next year. This coming year due to the drop in population, the contribution to Gateway will go from \$37,000 to \$36,000. ADA accommodations will include providing for aides, a fishing day, mulch, and the upgrading of a toilet at Willow Pond. Superintendent Violante also stated that \$7,000 will go towards a handicap accessible playground and \$6,300 for handicap accessible water fountain in Farmingdale Park.

Total amount levied will be \$67,908.00.

Superintendent Violante stated that she is working with the Finance Department to ensure that any money not used in a particular year stay in an SRA fund for future accessible projects.

7. CORRESPONDENCE/COMMUNICATIONS

There was no correspondence.

8. VISITORS' BUSINESS

There was no visitors' business.

9. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Stetina to adjourn the meeting at the hour of 8:54 p.m.

ROLL CALL VOTE: AYES: Chairman Cobb, Commissioners Kanaverskis, Landsman, Lazarski, Stetina, and Weigus. NAYS: None. ABSENT: Commissioner Schuurman.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

November 6, 2012

---

Chairman

Minutes transcribed by Cindy Stuchl.