

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, FEBRUARY 5, 2013, 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 7:01 p.m.

2. ROLL CALL

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

ABSENT: Commissioner Rene Schuurman.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – JANUARY 17, 2013

The Commission reviewed the January 17, 2013 minutes.

MOTION: A Motion was made by Commissioner Stetina and seconded by Commissioner Landsman to approve the January 17, 2013 minutes as presented.

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

MOTION DECLARED CARRIED

4. REPORTS

A. *Park News in Brief*

Master Plan Focus Group Meetings

Superintendent Violante stated four focus group meetings were held to gather feedback from Village residents about the recreation department. An average of ten individuals attended each of the meetings. At the final group meeting held on January 17, Tod Stanton from Design Perspectives reviewed the results of the village wide recreation survey and introduced a preliminary capital improvement plan. Feedback from these focus meetings will be used to assist in putting together the Comprehensive Master Plan.

5. OLD BUSINESS

Chairman Cobb requested that the master plan update be discussed at this time.

C. Master Plan Update

Superintendent Violante stated she met with Tod Stanton and Public Works Foreman Tony Witt to help narrow the focus on capital projects to be submitted in the FY13/14 budget. Administrator Halik advised her that the commission should recommend possible discretionary projects, as well as a project that will be featured in the upcoming OSLAD grant application process. Superintendent Violante indicated a decision on potential projects needs to be made tonight so she can propose the items to the Village Board for approval.

Superintendent Violante stated she will be meeting with Village Administrator Tim Halik, Management Analyst Garrett Hummel, and Tod Stanton to go over the preliminary master plan. Superintendent Violante stated a special workshop may be scheduled in April between the Village Board and the Parks and Recreation Commission to review the master plan. The plan needs to be completed by May and a grant submission done by July 1.

Superintendent Violante described two potential discretionary projects to present to the Village Board. The first project involves an accessible entrance into Waterford Park. The plan Tod Stanton has projected is a very large plan and may not be completely considered by the Village Board until the master plan is completed. Village Administrator Tim Halik stated that the Board may be in favor of installing an accessible entrance and walking path at Waterford Park. Money is in the budget from the Special Recreation Levy to help cover the costs for the accessible portion of this project.

The second project involves a dog park at Lake Hinsdale Village. Superintendent Violante stated she has spoken to the Lake Hinsdale Village management company and they are not in favor of a dog park. Superintendent Violante stated that Commissioner Lazarski had suggested installing a dog park on the Village owned land east of the Public Works Building.

After speaking with Administrator Halik, the suggestion was to do one project at Lake Hinsdale Village and one at Waterford Park, and submit the project at Willow Pond for the grant. The Commission began discussing the Waterford Park proposal.

Commissioner Landsman asked if a crushed limestone walkway path is wheelchair accessible. Tod Stanton stated it does compact to a hard, firm base. Commissioner Landsman asked if there are alternative options we can use for the walking surface. Mr. Stanton mentioned asphalt and rubberized surfaces, but stated they are more expensive.

Chairman Cobb asked how the path would hold up since the park is in a retention pond. Superintendent Violante stated she had spoken to Administrator Halik about how a crushed limestone path would hold up, and he concluded it would hold up under wet conditions. Commissioner Kanaverskis concurred with Mr. Halik's assertions.

Mr. Stanton reminded the Commission to keep in mind that this project at Waterford Park is a proposal for discretionary funding towards ADA compliance, not for grant submission.

Commissioner Lazarski suggested submitting the entire Waterford Park project as a discretionary item, including the removal of the current stairs, but possibly adding new stairs if needed.

Superintendent Violante then reviewed Mr. Stanton's recommendations for Lake Hinsdale Park. Commissioner Weigus asked if anybody uses the existing playground. Superintendent Violante stated when she spoke with the Lake Hinsdale Village management company they indicated it is never used. Chairman Cobb questioned why money should be spent there if no one uses the park. Commissioner Lazarski reminded the Commission that no one used Prairie Trail Park until amenities were added to the park. Mr. Stanton advised the Commission that his recommendations for the park were derived from the resident recreation surveys. After discussion about potential uses of the park, the commissioners agreed to wait on a project at Lake Hinsdale Village.

Mr. Stanton made suggestions of alternate revenue sources available from Village funds such as red light camera fine revenue. Mr. Stanton was advised this meeting is not the proper place for this type of discussion.

There was discussion about other potential discretionary projects for the FY 13/14 budget. Superintendent Violante indicated any projects pertaining to Willow Pond will be submitted in the upcoming grant proposal. Superintendent Violante reminded the Commission that the Board has not seen the master plan yet and may not approve design enhancements and additions until the master plan is completed.

After further discussion, the consensus of the Commission was to submit the Waterford Park updates for a FY 13/14 discretionary project and submit the Willow Pond project for the grant.

Commissioner Lazarski questioned if a vehicle can be added to the master plan. Mr. Stanton stated that the CPI plan is for parks and the vehicle can be added to the comprehensive master plan.

A. Fall Programming – Tree Lighting

Superintendent Violante stated a tree for the tree lighting ceremony cannot be planted at the corner of Plainfield Road and Route 83 at the Town Center.

Superintendent Violante presented a photo of a tree that is being donated by Executive Secretary Cindy Stuchl. Administrator Halik would like to replant it to use as the official Village holiday tree. The Village is looking for guidance from the commission on where they would like it replanted. The commissioners wished to review locations and return with a recommendation at a future meeting.

Superintendent Violante stated that \$812 was spent on this year's tree lighting event. She has budgeted \$1,000 for FY 13-14.

B. Holiday Party

The commission reviewed a summary of this year's event. Superintendent Violante stated that although she publicized this event a lot, the attendance was still lower than past years. Chairman Cobb stated there may have been more adults in attendance than previous years.

D. 2013/2014 Budget

Superintendent Violante reviewed what she submitted for 2013/14 FY Budget. The commissioners did not have any additional questions.

6. NEW BUSINESS

A. Maercker PTA Raffle Prize Donation

Superintendent Violante stated she received a request for raffle donations from Maercker PTA. Last year, a karate class and fishing party were donated. The karate class was not used. The consensus of the commissioners was to donate a fishing party and a dance class.

B. Movies in the Park

Superintendent Violante suggested showing older movies at movie night like Raiders of the Lost Ark. There could then be activities and concessions related to the theme of the movie. The commissioners requested to review a list of potential movies at the next meeting. Superintendent Violante indicated she would include a list in next meeting's meeting packet. Commissioner Stetina suggested having a family picnic coincide with the movie.

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 Lazarski to adjourn the meeting at the hour of 8:35 p.m.

PREVIOUS 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,

March 5, 2013

Chairman

Minutes transcribed by Cindy Stuchl.