

MINUTES OF THE SPECIAL JOINT MEETING OF THE MAYOR AND BOARD OF TRUSTEES AND THE PARK AND RECREATION COMMISSION OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, APRIL 29, 2013 AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:30 p.m. by Trustee Dennis Baker.

2. ROLL CALL

Those present at roll call were Clerk Leroy Hansen, Trustees Dennis Baker, Terrence Kelly, Michael Mistele, Sue Berglund, Umberto Davi, and Frank Trilla.

ABSENT: Mayor Robert Napoli

Also present were Village Administrator Timothy Halik, Management Analyst Garrett Hummel, Superintendent of Parks & Recreation Kristin Violante, and the following commissioners from the Park and Recreation Commission: Chairman Richard Cobb, Commissioners Laurie Landsman, Rene Schuurman, Douglas Stetina, and Ramona Weigus.

A QUORUM WAS DECLARED

3. REVIEW AND DISCUSSION - COMPREHENSIVE PARK & RECREATION MASTER PLAN

Administrator Halik welcomed all in attendance for participating in this special meeting to discuss the draft of the Park and Recreation Master Plan.

As requested by the Park and Recreation Commission, Administrator Halik provided an explanation of the Land Acquisition Facility Expansion and Renovation (L.A.F.E.R.) Fund. The fund was created by the Village Board in 2011. It currently has a balance of just over \$3 million. The fund was initially earmarked for land acquisition near Community Park. Administrator Halik advised that during the most recent budget discussion, the Board agreed to plan on expending \$200,000 out of this fund for the renovation of Waterford Park. Chairman Cobb questioned if money would be added to this fund every year. Administrator Halik stated that additional transfers are a Village Board decision and there has been no indication at this time. Commissioner Landsman questioned if additional land became available in other areas of the Village, would this money be used for that. Administrator Halik stated that it could.

Administrator Halik introduced Tod Stanton from Design Perspectives. Administrator Halik advised the goal after tonight's presentation is to ultimately finalize the master plan in a format recommended by the Park and Recreation Commission and adopted by the Village Board in June. An application for an OSLAD grant will then occur in July.

Mr. Stanton summarized the process to form the master plan. Mr. Stanton stated that the purpose for establishing a master plan is to evaluate current and future community needs for Parks and Recreation; assess Park and Recreation resources; recommend improvements to existing assets; identify opportunities for programming and facility development; create an action plan; provide implementation strategies; and guide the decision making of the staff, committees, and elected officials.

Mayor-Elect Trilla asked about proposed ideas without "breaking the bank". Mr. Stanton stated an example for indoor recreation space would be rather than building a facility; look into leasing space in an existing building.

Chairman Cobb questioned the survey results pertaining to the satisfaction of the Parks and Recreation Department. Trustee Mistele stated that a large portion of the Village lives in multi-family complexes having their own recreation facilities which may correlate with the results of this portion of the survey.

\*\*\*Note: Park and Recreation Commissioner Carol Lazarski arrived at 6:55 p.m.

Administrator Halik questioned if the Village would qualify for any level of community development block grant funding for an indoor community center. Mr. Stanton stated that block grants have specific targets for what they are used for and are limited in what they can do.

Mayor-Elect Trilla asked what is the latest trend in outdoor exercise activity. Mr. Stanton stated that historically the trend is dotting walking trails with lower impact fitness stations.

Mr. Stanton stated that the survey indicated that approximately 60% of the residents go to other facilities because the Village does not offer specific services or amenities, such as a health club.

Mr. Stanton stated that a final site plan and budget needs to be decided by May 31, 2013 in order to apply for a grant. The master plan needs approval from the Village Board by June 11, 2013. The Village Board will need to make a resolution of support to apply for the grant. Mr. Stanton stated that he will also need to hold a public meeting about the grant. Mr. Stanton stated he will need to have a draft grant application for staff to review by June 21, 2013. The grant will need to be in Springfield by July 1<sup>st</sup>.

Trustee Kelly stated that the demographic information seemed incomplete and asked if Mr. Stanton could provide further age group information. Mr. Stanton stated he could.

Trustee Kelly questioned how many dogs are registered in Willowbrook since it appears that bringing leased dogs to the parks is an important consideration. Mr. Stanton stated he does not have that information, but it could possibly be obtained through the county. Administrator Halik advised that he does not believe dogs are registered locally. Chairman Cobb stated that the Parks Commission did look into a dog park at Lake Hinsdale Park. Chairman Cobb stated that no dogs are allowed in Lake Hinsdale Towers. Mr. Stanton stated that the surveys have indicated that Willowbrook is a dog friendly community and that a dog park was the third highest requested amenity.

Mayor-Elect Trilla questioned if Waterford Park had already been identified as a park to be modified. Administrator Halik advised that it was for this coming year as a capital expenditure, not for the OSLAD grant application.

Administrator Halik stated that he has spoken with Mr. Stanton about two potential grants: one for land acquisition and one for a renovation project. Administrator Halik questioned if hypothetically the Village was declined on a land acquisition grant and the Village reapplies the following year, would that be weighted or on a clean slate? Mr. Stanton stated that if this happens, usually the application is retooled and resubmitted.

Trustee Berglund questioned what list was used to mail out the surveys. Mr. Stanton stated that parcel level data was obtained from the county.

Trustee Berglund also stated that there was a typo for the percentage of foreign born persons (238%). Mr. Stanton stated that it should read 23.8% and will verify.

Superintendent Violante stated that the Parks Commission has looked into the Willow Pond project to be submitted for the OSLAD grant and requested the Board for consensus. Trustee Baker stated that the Board will defer any decisions until they have time to review and discuss the master plan draft.

Trustee Mistele questioned the proposed map for trails for bikes and hiking and how this interfaces with the county and surrounding communities. Mr. Stanton stated that this plan was derived from the most recent comprehensive land use plan and integrated into the map.

Commissioner Landsman questioned other grants that are available. Mr. Stanton stated that there are several grants opportunities and the more "green" the elements are, the more likely they will qualify for additional grant money.

Commissioner Landsman questioned if the Waterford Park project can be submitted for the OSLAD grant. Mr. Stanton stated that this project is not the best candidate for an OSLAD grant because it is very limited. Mr. Stanton stated that you cannot begin construction on a project until you have a contract with the state. Plans, dreams, drawings and permits can be done, but a shovel cannot be placed in the ground until you have a contract with the Illinois Department of Natural Resources. This process takes about 18 months from the time that you apply for the grant until you get the contract.

Trustee Baker questioned who does the work to apply for the grant. Administrator Halik advised that one grant application was part of the proposal from Mr. Stanton. Mr. Stanton stated that he will be receiving input from the Village staff, assembling documents, submitting the application, getting it down to Springfield, helping to prep for the interview, etc.

Administrator Halik stated that in reviewing the data, it seems that partnerships with surrounding agencies have served Willowbrook well. One recommendation is to continue this trend and expand. Open space acquisition will eventually enable the Village to expand park programming. Administrator Halik advised that he likes the idea of leasing space for indoor recreational space because the Village is not committed to a multi-million dollar facility should trends change. Capital funding is the key and will be the discussion with the Board moving forward.

Mr. Stanton stated that there is no way to complete all of the projects listed in the master plan because a lot of things were identified in the plan. The priorities are there and the Board will need to define what the priorities are. If four or five

things are completed out of the plan, Mr. Stanton stated that the master plan would be deemed extremely successful. Trustee Berglund stated that she would like to receive input from the Park and Recreation commissioners as to their priorities. Chairman Cobb stated that their next meeting is on May 7<sup>th</sup> and will have something for the Village Board for their meeting on May 13<sup>th</sup>.

4. VISITORS' BUSINESS

None presented.

5. ADJOURNMENT

MOTION: Made by Trustee Baker and seconded by Trustee Kelly, to adjourn the Special Meeting at the hour of 7:58 p.m.

ROLL CALL VOTE: AYES: Trustees Baker, Berglund, Davi, Kelly, Mistele, and Trilla. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

May 13, 2013.

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Mayor

Minutes transcribed by Deputy Clerk Cindy Stuchl.