

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, JANUARY 9, 2018, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Richard 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 Lorraine Grimsby, Catherine Kaczmarek, Ronald Kanaverskis, Laurie Landsman, Carol Lazarski, Robert Pionke, and Doug Stetina.

ABSENT: None.

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

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – DECEMBER 5, 2017

The Commission reviewed the December 5, 2017 minutes. Commissioner Lazarski requested that wording be removed under Discussion Item 5a – Little Library at Lake Hinsdale Park.

Chairman Cobb related that minutes be redone concerning Discussion Item 5b – Survey Results – Dog in Parks and include more comments that were said by the commission members.

Approval of this item is tabled until the February 6, 2018 Parks and Recreation Commission meeting.

4. REPORTS

a. 2017 Children's Holiday Party

Interim Superintendent Fenske related that overall, this year's party was a big success. There were approximately 160 children in attendance. Overall, approximately 350 people including adults. Interim Superintendent Fenske made a suggestion to limit the number of kids in the future. Chairman Cobb advised that he is against that concept.

Commissioner Landsman stated that new procedures need to be used when lining the children up to get their gifts. Suggestion was made to remove some of the tables while the entertainment is going on to clear the area.

Since the party has become larger with more attendance, a suggestion was also made to adjust the timing of the event and entertainment. Interim Superintendent Fenske advised that there is access to the cafeteria from 12:00 p.m. – 5:00 p.m.

Commissioner Landsman requested that additional funds be placed in the budget for gifts because of the increased number of participants.

260 pounds of donated food was delivered to HCS Family Services. Extra gifts were also brought to HCS and to Walgreens Toys for Tots.

5. MOTION TO APPROVE – 2018-2022 Comprehensive Parks and Recreation Master Plan

Commissioner Kanaverskis advised that all suggestions that were recommended by the commissioners during discussions with Design Perspectives was incorporated into the final plan. Interim Superintendent Fenske advised that after this plan is approved as is, any changes can be made as necessary in the future.

Commissioner Stetina stated that park equipment geared towards seniors needs to be addressed.

Interim Superintendent Fenske related that the Master Plan will be presented to the Village Board on January 22, 2018 for their approval.

MOTION: A Motion was made by Commissioner Grimsby and seconded by Commissioner Kanaverskis to approve the 2018-2022 Comprehensive Parks and Recreation Master Plan as presented and forward to the Village Board for adoption.

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

MOTION DECLARED CARRIED

6. DISCUSSION

a. Spring Fling 5K – Sunday, May 6, 2018

Interim Superintendent Fenske related that it had been commented that the petting zoo did go over very well last year. Suggestions included a zip line or climbing wall.

The Event Brite website is up and running. Tickets are not available yet because a benefactor needs to be decided. Commissioner Pionke advised that the race has not made a profit and Mayor Trilla had mentioned that money should not be given away from Village funds for the charities.

Suggestions were made to have awards or prizes for different age groups. Interim Superintendent Fenske advised that gift certificates were donated last year and were given to the male and female winners of the 5K and Kids 1-mile fun run.

Commissioner Kaczmarek suggested placing an ad in the Hinsdale Magazine. The cost for a ¼ page ad is \$649 for one issue.

Commissioner Pionke also stated that Facebook needs to also be relooked at.

Commissioner Kaczmarek advised that she has contacted Red Bull. They will have an ambassador at the race to pass out samples. Commissioner Kaczmarek also stated that she spoke to a sparkling water company, Spindrift, they will also have a tent and provide samples.

Interim Superintendent Fenske advised that he will be mailing the sponsorship letters to businesses in the next week.

b. Willow Pond Grand Opening – Saturday, June 9, 2018

Commissioner Pionke suggested that when the sponsor letters go out for the 5K Race, combine it with donation requests for the grand opening. Chairman Cobb, Commissioner Grimsby, and Commissioner Stetina have volunteered to be on the Grand Opening Committee.

Interim Superintendent Fenske advised that he will be checking with the building owners next to Giordano's for use of the parking lots. He will be working with the Willowbrook Police Cadets on traffic control for Plainfield Road. Interim Superintendent Fenske stated that there will be a fishing tournament incorporated into the event.

Chairman Cobb stated that food will need to be included in the planning. Suggestions for grilling hot dogs, or having Chick-fil-A and/or Jimmy Johns providing food.

Commissioner Kanaverskis suggested that a DJ also be hired.

c. Easter Egg Hunt – Saturday, March 31, 2018

Interim Superintendent Fenske advised that he will be ordering the eggs in the middle of February. It was recommended to have people register through the Event Brite website.

Commissioner Pionke suggested having a computer tablet available at the event for walk ups.

7. VISITORS' BUSINESS

None presented.

8. COMMUNICATIONS

Interim Superintendent Fenske provided a copy of a letter received from HCS Family Services thanking the Commission for the donated food and toys.

Interim Superintendent Fenske advised that all the paperwork has been completed for the reimbursement of the OSLAD Grant and will be submitted within the next couple weeks.

Interim Superintendent Fenske stated that the Public Works Department has begun work on gutting the interior of the Community Resource Center.

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Lazarski to adjourn the meeting at the hour of 8:28 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

February 6, 2018

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.