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Willowbrook

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Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Robert Schaller

Director of Finance

Carrie Dittman



Proud Member of the
Illinois Route 66 Scenic Byway

AGENDA

REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON TUESDAY, MAY 1,
2018, AT 7:00 P.M. AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES –
 - a) April 3, 2018 Regular Meeting of the Parks & Recreation Commission
4. REPORT –
 - a) Clorox Corp Willow Pond Clean Up – April 23, 2018
 - b) Movie Night Sponsorship
5. MOTION TO APPROVE –
 - a) Partial Ban on Smoking in the Parks
6. DISCUSSION –
 - a) Spring Fling 5K – May 6, 2018
 - b) Willow Pond Grand Re-Opening – June 9, 2018
7. VISITORS' BUSINESS – Public comment is limited to three (3) minutes per person
8. COMMUNICATIONS
9. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, APRIL 3, 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 Cobb, Commissioners Lorraine Grimsby, Ronald Kanaverskis, Laurie Landsman, Robert Pionke, and Doug Stetina.

ABSENT: Commissioners Catherine Kaczmarek and Carol Lazarski.

Also present were Mayor Frank Trilla, Chief of Police Robert Schaller, and Temporary Interim Superintendent of Parks and Recreation John Fenske.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES

- a. Minutes – March 6, 2018 Regular Meeting – Parks & Recreation Commission

The Commission reviewed the March 6, 2018 minutes.

MOTION: A Motion was made by Commissioner Pionke and seconded by Commissioner Grimsby to approve the March 6, 2018 minutes as presented.

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

*** Chairman Cobb requested that discussion on Item 5b – Willow Pond Grand Re-Opening be brought forward at this time.

5. DISCUSSION

- b. Willow Pond Grand Re-Opening – June 9, 2018

Chief Schaller reviewed the site plan and parking allocation for this event. Suggested parking will be along Adams Street, south of Plainfield. Chief Schaller related that there will be squad cars at the intersection to assist with citizens crossing the street safely. Parking will also be allowed along the north side 68th Street. 68th Place will be barricaded for no parking. Adams Street between 68th Street and Plainfield will be closed to all traffic to allow for any activities that may want to be placed on the street.

Chief Schaller advised that he has spoken to Kindercare and they have approved the use of their parking lot for VIP's and handicap parking.

Chief Schaller related that the right lane of Plainfield will be barricaded and westbound traffic on Plainfield Road will need to merge into the left lane. There will be temporary traffic signal placed for vehicles to provide an alert of the merge.

Chief Schaller stated that there will be two (2) Police Bicycle Units riding in the area and officers assisting with attendees crossing Plainfield Road safely.

***Chief Schaller left the meeting at approximately 7:30 p.m.

Mayor Trilla advised that the Willowbrook/Burr Ridge Kiwanis will be replacing the roof of the shelter to match the restroom facility.

Mayor Trilla stated that he would like to dedicate the shelter or a stone to the Parks Commissioners for all of their hard work. Chairman Cobb related that former Parks Superintendent Wally Righton and Parks Supervisor George Scukanec should also be recognized with some kind of plaque.

Chairman Cobb related that a Touch a Truck event will be included in the festivities.

Commissioner Grimsby advised that she will look into signing up a sports celebrity to emcee the event.

Interim Superintendent Fenske advised that he will be renting a grill to cook hotdogs. Water, potato chips and a cake will also be provided.

4. REPORT

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

Interim Superintendent Fenske advised that there were volunteers from Hinsdale South High School Key Club National Honor Society, members from two (2) Masonic Youth groups, and the Willowbrook Police Cadets.

Total expenses were \$628. There was a \$250 donation from the Willowbrook/Burr Ridge Kiwanis Club.

Interim Superintendent Fenske related that there were approximately 250 children despite the rainy weather.

b. 2018 Co-Rec Softball League

Interim Superintendent stated that there are ten (10) teams registered to the league. Weather permitting, games will begin May 1 and end in August.

5. DISCUSSION

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

Interim Superintendent Fenske related that staff met with Chief Schaller and Public Works Foreman Andrew Passero to discuss logistical operations for the race. Foreman Passero recommended that notice be provided to the residents of Stratford Green Condominiums since the roads will be closed in front of the complex.

Interim Superintendent Fenske reviewed the logo for this year's event and sponsorships that have been received to date.

As of today's date, total donations received are \$7,350, and expenses are approximately \$10,000. Interim Superintendent Fenske advised that postcards were sent on March 26th. Letters to the residents of the neighborhood where the roads will be closed will be sent out on April 17th. Banners have been placed at Borse Community Park, Willow Pond, and Prairie Trail Park.

Commissioner Pionke related that new this year will be a scavenger hunt by participating businesses. Businesses that wish to participate will receive a stamp. The scavenger hunt paper will be provided in the race bags. Completed scavenger hunt papers will be turned in at the Village Hall and the winner will be announced at the Willow Pond Grand Re-Opening.

Interim Superintendent Fenske stated that as of today's date, there are 23 runners signed up for the race.

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

See discussion earlier in tonight's minutes.

c. Smoking in the Parks

Chairman Cobb related that this issue was brought forward by Commissioner Landsman. Interim Superintendent Fenske reviewed the survey that was conducted on policies from area municipalities. Interim Superintendent Fenske advised that the Illinois Department of Natural Resources policy allows smoking in open spaces and per state statute, no smoking is allowed within 15 feet of a building entrance.

Commissioner Landsman advised that she is concerned over the exposure to second-hand smoke. Commissioner Landsman stated that she would like smoking banned in all Village parks. Mayor Trilla recommended a partial ban where people congregate, such as the playgrounds, pavilions, and athletic fields.

Commissioner Grimsby suggested adding all Village special events to the ban.

The consensus of the Commission was to institute a partial ban.

6. VISITORS' BUSINESS

None presented.

7. COMMUNICATIONS

Chairman Cobb advised that he will be retiring shortly after the Willow Pond event and will be resigning from his position as Chairman.

Interim Superintendent Fenske stated that the Clorox Company will conduct a park clean up of Willow Pond on April 23rd.

8. ADJOURNMENT

MOTION: Made by Commissioner Landsman, seconded by Commissioner Grimsby to adjourn the meeting at the hour of 8:37 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

May 1, 2018

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.

**PARKS & RECREATION COMMISSION MEETING
AGENDA ITEM SUMMARY SHEET**

AGENDA ITEM DESCRIPTION

Motion to Recommend a partial smoking ban in select areas of parks

COMMISSION REVIEW

- Report
- Discussion
- Seeking Feedback

Meeting Date:

May 1 2018

BACKGROUND

A discussion on banning smoking in all outdoor areas of park property was brought to the Commission at the April 3 2018 meeting. A discussion was held, along with a show of hands on who would be for banning smoking in all areas of park property, or in select areas such as: playgrounds, picnic shelters & athletic fields- including dugouts & bleacher areas. Also included would be a Village special events.

REQUEST FOR FEEDBACK

As the full Commission was not present at the April meeting, staff recommended tabling further discussion until May. If the Commission goes with a "partial" ban- a list of No-smoking areas must be drawn up.

STAFF RECOMMENDATION

This would require a change to Village Ordinance, any change relating to this policy would require a vote by the Village Board.

**PARKS & RECREATION COMMISSION MEETING
AGENDA ITEM SUMMARY SHEET**

AGENDA ITEM DESCRIPTION

DISCUSSION – 2018 Spring Fling 5K
Sunday May 6th 2018

COMMISSION REVIEW

- Report
- Discussion
- Seeking Feedback

Meeting Date:

May 1 2018

BACKGROUND

Update on the planning for the 4th Annual 5K run and Community fair, held at Borse Community Park.
The committee met on April 24 and is meeting again on May 1st.

REQUEST FOR FEEDBACK

STAFF RECOMMENDATION

**PARKS & RECREATION COMMISSION MEETING
AGENDA ITEM SUMMARY SHEET**

AGENDA ITEM DESCRIPTION

Discussion – Willow Pond Grand Re-Dedication

COMMISSION REVIEW

- Report
- Discussion
- Seeking Feedback

Meeting Date:

May 1 2018

BACKGROUND

Update on the planning for the Willow Pond grand opening on Saturday June 9, 2018 from 11-2pm.

REQUEST FOR FEEDBACK

- Activities/Entertainment
- Food
- Promotion

STAFF RECOMMENDATION