

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, JANUARY 8, 2019, AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Chairman Pionke, Commissioners Lorraine Grimsby, Catherine Kaczmarek, Ronald Kanaverskis, Laurie Landsman, and Carol Lazarski.

ABSENT: Commissioner Douglas Stetina

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

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES

- a. Minutes – December 4, 2018 Regular Meeting – Parks & Recreation Commission

The Commission reviewed the December 4, 2018 minutes.

MOTION: A Motion was made by Commissioner Landsman and seconded by Commissioner Kanaverskis to approve the December 4, 2018 minutes as presented.

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

4. REPORT

- a. 42nd Annual Children's Holiday Party

Interim Superintendent Fenske advised there were 170 children preregistered with 160 in attendance. There 18 walk ins. Food from Papa John's, Chicken Basket, Chick-fil-A, and Jimmy John's was well received. Interim Superintendent Fenske wished to thank Trustee Berglund for taking the pictures to Walgreen's. An email was sent to all participants that the photos were available for pick up at the Village Hall.

Interim Superintendent Fenske recommended that the picture taking form Walgreens be eliminated. Participants can take Santa photos with their cell phones. The consensus of the Commission was to agree with the recommendation.

Interim Superintendent Fenske stated that he received an email from Hinsdale South High School reminding him that the capacity of the cafeteria is 400 people. Including parents and family, this event was overcrowded. Either this event needs to have a cutoff date and maximum number of kids, or it needs to be

moved to a larger venue. Interim Superintendent Fenske advised that he contacted Gower Middle School to see what their capacity is.

Interim Superintendent Fenske related that thank you letters have been sent to all sponsors.

Chairman Pionke related that there were 24 families that lived outside of Willowbrook that had registered. Interim Superintendent Fenske advised that most of these families came from the unincorporated DuPage County areas. Chairman Pionke stated that in the future that the party should be focused on Village residents.

Chairman Pionke stated that he sent an email survey to the preregistered families. 23 responses were received. Overall, the event had a favorable rating and well received. The main negative comment was for the line to retrieve the gifts. There was a suggestion to add a photo booth and foam/felt crafts.

5. DISCUSSION

a. Marketing Plan

Chairman Pionke advised that there are no updates at this time. Interim Superintendent Fenske recommended that a sponsorship letter be sent at the beginning of the year instead of individual letters for each event. Interim Superintendent Fenske stated that he will bring additional information to a future Commission meeting.

b. FY2019/2020 Budget

Interim Superintendent Fenske reviewed the proposed 2019/2020 FY Budget. Interim Superintendent Fenske advised that he added a line item for a community picnic. Interim Superintendent Fenske related that he added money to the budget for next year's tree lighting ceremony.

Chairman Pionke questioned where funds were for the renovation of Ridgemoor Park. Interim Superintendent Fenske advised that those funds are a discretionary item and will be added to the budget if the Village Board approves the expenditure. Interim Superintendent Fenske stated that the marketing plan funds and fitness equipment are also discretionary items.

c. Ridgemoor Park/Fitness Equipment

Interim Superintendent Fenske related that the tentative renovation costs for Ridgemoor Park, which will include design services, construction, and civil engineering, is estimated to cost \$180,000. Interim Superintendent Fenske advised that he is researching grants to help pay for the renovation.

Commissioner Landsman suggested that a committee of residents be formed to see what type of renovation would be wanted in the park. Interim Superintendent Fenske related that per Administrator Halik, the design

for the park was based on resident input from the updated Master Plan and to start the process over would be unnecessary.

Interim Superintendent Fenske advised that Administrator Halik recommended that the focus of the Commission should be on the new parks building and not on Ridgemoor Park.

Interim Superintendent Fenske reviewed information received about the outdoor fitness equipment. The most logical park to place the equipment is Community Park. Prices for 10 pieces of equipment would cost over \$50,000. Further discussion will be held on this topic at the next Commission meeting.

d. Park Maintenance Update

Interim Superintendent Fenske related that only basic clean up has been needed in the parks.

e. Drop-in Pre School

Chairman Pionke advised that there are no updates at this time.

6. NEW BUSINESS/IDEAS

a. Dates for Spring/Summer programs

Interim Superintendent Fenske advised that he met with Park Supervisor George Scukanec to pick dates for all fishing events. Movie in the Park is tentatively set for July 12th. Family Campout will be July 27-28. The consensus of the Commission was to hold the Community Picnic on August 10th.

Question was asked if there was interest in holding a Touch A Truck event. The concern is to find a location to host it. Commissioner Kanaverskis recommended reaching out to Midwest Helicopter and holding the event there.

7. VISITORS' BUSINESS

Ms. Gurmeeta Kaur, resident lives on Ridgemoor Drive, works for Bank of America. This company has a gift matching program. Ms. Kaur promoted a plant the tree program similar to the Burr Ridge Park District. Ms. Kaur advised that if the Village provided open park land, Bank of America volunteers could plant new trees and make the community greener.

Chairman Pionke advised that the Parks Commission is part of the Village and is not a 501(c)3 organization. He related that there use to be a Community Garden and that this concept could be revisited. Chairman Pionke also advised that there could be a program for plantings around all of the park signs.

Ms. Kaur will follow up with Bank of America about what type of donation plan they would contribute. Commissioner Landsman advised that this will be placed on the next meeting agenda for discussion on which park would work best for this program.

8. COMMUNICATIONS

Interim Superintendent Fenske advised that he received a thank you letter from HCS Family Services for the food and gifts that were donated after the Christmas Party. There was 437 pounds of food to the food pantry.

9. ADJOURNMENT

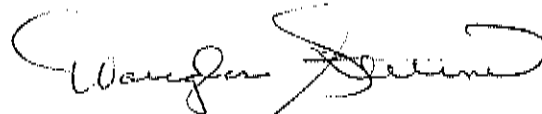
MOTION: Made by Commissioner Grimsby, seconded by Commissioner Landsman to adjourn the meeting at the hour of 8:24 p.m.

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

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

February 5, 2019



Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.