

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, FEBRUARY 8, 2011, AT THE WILLOWBROOK VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Superintendent Righton called the meeting to order at the hour of 7:31 p.m.

2. ROLL CALL

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

ABSENT: None.

Also present was Superintendent of Parks and Recreation Walter Righton.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – December 7, 2010

Commissioner Lazarski asked how many elected officials were at the Children's Holiday Party in December. Superintendent Righton advised that President Napoli was the only one.

Commissioner Landsman asked if the Commission had voted on a new Santa costume at the last meeting to allow the Commission to supply our own Santa (possibly George Scukanec). The Commission decided to defer this issue until the October 2011 meeting.

MOTION: Made by Commissioner Kanaverskis, seconded by Commissioner Lazarski to approve the minutes of December 7, 2010.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

4. CORRESPONDENCE/COMMUNICATIONS

A. Superintendent Righton advised that he received a thank you letter from Kids Around the World for donating the Village's used playground equipment. He sent an email to Kids Around the World inquiring on where the equipment will be used. Their response was somewhere in northern Iraq. He hopes to receive some pictures and more information.

B. Superintendent Righton received a letter from Lauren Harvey of Maercker School District requesting a donation for their Fun Fair. Typically, the Village of Willowbrook sends a gift certificate for a free fishing birthday party.

5. VISITOR'S BUSINESS (comments limited to three minutes per person on only items that are on the agenda)

No visitors.

6. REPORTS

A. Park News in Brief

Superintendent Righton provided the following highlights:

- Goose Control Service – According to the November report, the average number of geese in Prairie Trail Park was approximately over 60. The current contract has ended, however a new contract will go into effect on March 7, 2011, the beginning of the spring season.

Commissioner Cobb asked if geese are an issue when we receive a sizable amount of snow. Superintendent Righton advised no, the contract is typically suspended during the winter months when ponds are frozen over.

- The Indoor Soccer Program was recently cancelled due to low enrollment. The cause could also be to the new Westmont facility that provides indoor soccer fields. Commissioner Lazarski asked if we could have another subsidized program with Kiwanis assisting with costs. Superintendent Righton advised that cost is not the issue. The program has been struggling for the past several years and is not due to costs of the program. Superintendent Righton felt that if Kiwanis wants to subsidize any programs, it might be more cost effective to subsidize a movie night vs. the soccer program which struggles to get enough participants. Perhaps Kiwanis would like to assist with the Gateway Program to provide participation for needy families who cannot afford programs. The Village of Willowbrook could look into this type of assistance for the Gateway program along with the Burr Ridge Park District.
- The Weight Loss Class is being held at Gower Middle School along with Indian Prairie Library and Holiday Inn, to keep the days consistent.
- Superintendent Righton has asked if the Village's holiday tree has been moved to Prairie Trail pond yet, but it has not due to weather. This was a suggestion from a pond study to sink holiday trees in ponds to provide fish habitat structures and additional hiding places for fish to encourage more spawning.
- Holiday Party Final Report – For the first time in 5 years the contributions exceeded our expenditures by \$555.51. The community was very generous. Commissioner Cobb asked if we had additional donors this year. Superintendent Righton advised that Kiwanis donated along with one other larger donation.

The Commission discussed plans for a 2011 Holiday Party. Commissioner Lazarski asked if the Commission could purchase a digital camera since Polaroid no longer has the instant film available. The Burr Ridge Park District also has a digital camera and printer system that is very efficient and maybe the Commission can borrow theirs.

Superintendent Righton spoke with Pat Rhea after the party and Mr. Rhea said he is looking forward to donating chicken again next year. Commissioner Kanaverskis noticed

a decrease in attendance from previous years, however new donors participated. The Commission hopes to get additional donors to participate and suggested no changes for next year.

The Commission chose a date of December 11, 2011 for this year's party. Superintendent Righton will prepare the facility request.

- FY10-11 Budget Planning – The Finance Committee will be reviewing the Park budget on Monday, February 14, 2011. Superintendent Righton does not anticipate any problems with that. The Budget Workshop is scheduled for March 7, 2011. This is when all department budgets are presented to the Board.

The Commission reviewed the significant increases/decreases in the Park Budget. There is an 11% decrease in landscape material based on history. The mowing contract increased 2% however; they will hold their price for the next two years. Superintendent Righton advised that after speaking with the various contractors, most will be holding their prices or will have a minimal increase.

- The Special Recreation Services budget line item was increased by 11% due to anticipated projected increases in the ADA After-school program for Willowbrook residents. This program is run by the Burr Ridge Park District. Superintendent Righton also anticipates an approximate 5% increase in the Gateway membership.
- Superintendent Righton explained the summary of the Goals and Objectives of the budget that will be part of the packet being prepared for the Village Board.
- Grant Application Update – The Village of Willowbrook received information that the backstop grant will possibly be funded. Superintendent Righton has already submitted \$26,000 in the budget for the backstop program. If the Village receives the State of Illinois Department of Commerce and Economic Opportunity grant, there will be an additional \$20,000 for improvements. If this happens then staff will ask the Board to consider new park entrance signs with these funds.

In addition, the Village has applied for a \$20,000 Emerald Ash Borer (EAB) Assistance grant to complete a comprehensive inventory of all village-owned trees, both in the parks and on the rights-of-way. The tree experts would then mark all the trees that have signs of EAB.

## 7. OLD BUSINESS

### A. Park Entrance Signs

Superintendent Righton advised that he researched the cost of signs through Chicago area vendors (to assist with lowering the shipping costs). Has all the proposals except for Van Bruggen Signs. Once their proposal is submitted, Superintendent Righton will call the vendors again and ask that they give their bottom-line pricing and submit a proposal. This may take several months, however the Commission is not in a hurry.

Superintendent Righton would like input from the Commission with sign size (bigger or smaller), material used, and aluminum signs with individual letters vs. routed signs. Commissioner Kanaverskis wants to use material that will last a long time, a more colorful sign, and something that will last a long time! He believes that the sign on Route 83 near Midway Drive has lasted a long time and is still attractive.

The Commission discussed the different types of replacement signs and it was a consensus that wood signs would be preferred. After a discussion, the Commission agreed that sign replacement needs to be included in the Long Range Plan. Superintendent Righton will take pictures of the signs to document their condition.

MOTION: Made by Commissioner Landsman, seconded by Commissioner Lazarski, supports the inclusion to replacement of park signs, as needed, in the Long Range Plan.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

8. NEW BUSINESS

A. April Meeting

Superintendent Righton advised the Commission that the next Parks and Recreation Commission meeting is scheduled for April 5, 2011. Since that is election day and the Council Chambers will be utilized, the meeting place has been scheduled for the Holiday Inn.

9. ADJOURNMENT

MOTION: Made by Commissioner Kanaverskis, seconded by Commissioner Lazarski, to adjourn the meeting at the hour of 8:18 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

\_\_\_\_\_, 2011

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Chairman

Minutes transcribed by Debbie Hahn.