

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
HELD ON TUESDAY, NOVEMBER 6, 2012, AT THE WILLOWBROOK VILLAGE HALL, 7760
QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Cobb called the meeting to order at the hour of 7:01 p.m.

2. ROLL CALL

Those present at roll call were Chairman Richard Cobb, Commissioners Laurie Landsman, Rene Schuurman, Doug Stetina and Ramona Weigus.

ABSENT: Commissioners Ronald Kanaverskis and Carol Lazarski.

Also present was Superintendent of Parks and Recreation Kristin Violante.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – OCTOBER 2, 2012

The Commission reviewed the October 2, 2012 minutes. Commissioner Weigus requested a minor grammatical change on Page 2 under “Park Vandalism”.

MOTION: A Motion was made by Commissioner Stetina seconded by Commissioner Weigus to approve the October 2, 2012 minutes as amended.

ROLL CALL VOTE: AYES: Chairman Cobb, Commissioners Landsman, Schuurman, Stetina and Weigus. NAYS: None. ABSENT: Commissioners Kanaverskis and Lazarski.

MOTION DECLARED CARRIED

4. REPORTS

Park News in Brief

Pumpkin Fest

Superintendent Violante stated Pumpkin Fest was held at Gower West Elementary School on Friday, October 26th. Approximately 80-100 kids were in attendance. Walgreens took photographs. Money was received from the Willowbrook/Burr Ridge Kiwanis Club and Gower PTO to help offset the costs of refreshments, decorations, and taffy apples. Superintendent Violante expressed thanks to Commissioners Lazarski, Schuurman and Weigus for their help at the event.

Chairman Cobb asked if the costs broke even with the donations. Superintendent Violante stated that they did; the only additional costs not covered were for part-time staff.

Borse Shelter Project

Superintendent Violante stated that the roof replacement project on the picnic shelters has been completed. Chairman Cobb questioned what the final costs were for the project. Superintendent Violante stated that the project was approved for \$8,500.00 and was completed under budget for \$7,500.00.

5. OLD BUSINESS

A. Master Plan Update

Tod Stanton, Design Perspectives, gave an update on the progress of the master plan including a preliminary review of survey findings.

Mr. Stanton reported that approximately 300 surveys have been returned to date. In the next couple of weeks, the random sample survey should be completed. Mr. Stanton stated after this time, he will provide Superintendent Violante with a link for the evaluation to be placed on the Village's website and provided at the front counter for interested citizens to complete.

Mr. Stanton stated that the current parks are spread nicely throughout the community. Mr. Stanton reviewed the current amenities in the existing parks. He stated the basic amenities are all there. Things missing include specialty amenities such as multi-purpose fields, dog parks, a splash pad, and themed playgrounds.

Some of the maintenance issues Mr. Stanton observed during his inventory of the parks will be addressed in his suggested Capital Improvement plans. He will address the issue of designing parks with certain materials that will lower future maintenance costs.

Mr. Stanton indicated that the recreational analysis between the Village of Willowbrook and neighboring agencies did not turn out as he had hoped. He stated that Willowbrook has the lowest tax rate of the municipalities compared and spends less money per resident on parks and recreation. Willowbrook is comparable to other similar sized agencies as far as park acreage. Mr. Stanton stated that the current trend in Parks and Recreation is decreasing some of the standardized programming and increasing special events. Mr. Stanton stated that the Village of Willowbrook currently spends approximately \$40.00 per person to provide parks and recreation programs and facilities. This is a significantly lower rate than what other agencies provide. Mr. Stanton emphasized this amount of spending per person will not maintain the Park and Recreation Department into the future as costs go up. If you want to increase quality programming, future expenditures will need to include full-time staff and new facilities. Design Perspectives will be able to gather information for additional capital funding sources and assist with revising the budget.

Mr. Stanton stated he will stress to the Village Board how critical funding is for recreational programs to enhance individuals' quality of life. If the Committee wants to spend capital

dollars on improving parks and growing recreational programming, additional funding will be needed. The Village Board will need to provide some type of short term commitment to fund future improvements or the Master Plan will need to reflect the maintaining instead of the expanding of programs and facilities.

Programming has increased nearly three times since 2010. Programs such as softball, pilates, yoga, and martial arts are popular as reflected in the amount of individuals registering for them on a continual basis. Programs like soccer and fishing derbies appear to be losing support and have decreased in participation. Superintendent Violante clarified Mr. Stanton is referring to the winter soccer league, not AYSO.

Mr. Stanton stated that it is important for smaller agencies to sync new programs with capital improvements.

Mr. Stanton stated that there is a need to have dedicated seasonal park maintenance staff. Superintendent Violante stated she is currently sharing Public Works staff for park related maintenance.

Mr. Stanton indicated preliminary survey data has shown that approximately 75% of the residents surveyed were very familiar or somewhat familiar with the Parks and Recreation Department. Satisfaction scores were also high. 30% were very satisfied and 29% were somewhat satisfied. There are a very small percentage of people that are dissatisfied with the department.

Mr. Stanton stated that 55% of the residents surveyed indicated they would like to be able to have leashed dogs in the parks.

Mr. Stanton stated that the surveys have indicated that most residents do use the park spaces frequently throughout the year. Only 22% stated that they have never used them.

Chairman Cobb questioned the statistics showing that Waterford Park is used more than Community Park. Mr. Stanton stated the surveys were randomly sent to citizens throughout the Village and does not show how many times someone used the park, only if they used the park. Superintendent Violante also stated this survey does not take into account citizens non-Willowbrook residents that use the parks. Commissioner Cobb was also surprised with the number of individuals who use Midway Park. Commissioner Schuurman stated some people may think Midway Park is part of Community Park which explains the large number of people who have visited Midway Park.

Mr. Stanton summarized that the preliminary survey findings show residents are generally familiar and satisfied with the Parks and Recreation Department and that funding needs to be expanded.

Superintendent Violante confirmed that there will be vision meetings in January to cover recreation programming, parks, and facilities. She stated that these meetings need to be held

the first or second week of January because a plan needs to be set by March for budget purposes.

Chairman Cobb indicated he is concerned with the funding of these projects. He stated that the purpose of bringing in Mr. Stanton's firm was to generate outside sources to raise funds to enhance the parks and does not feel that some of the ideas will be well received by the Village Board. Mr. Stanton stated he is trying to gather enough information so when he speaks to the elected officials, he can present a solid plan with supported documentation from stakeholders in the community. Mr. Stanton agrees there is a need to apply for as much grant money that there is available; however, there needs to be reinforcement that Parks and Recreation improves quality of life and is well valued by citizens in the community.

Commissioner Cobb expressed concern over the amount of individuals surveyed who answered "neutral" to questions pertaining to their knowledge of the park and recreation department and Commissioner Landsman questioned the amount of individuals surveyed who answered "I don't know" to questions pertaining to the addition of recreational space. Both Commissioners asked Mr. Stanton how he would use these numbers to provide recommendations. "Neutral" and "I don't know" can be interpreted in different ways. Mr. Stanton reminded the commission that these findings were preliminary and that some of these concerns may be addressed after the surveys have been completed.

B. Fall Programming – Tree Lighting

Superintendent Violante stated that Santa will be in attendance at the event. Village Trustee Sue Berglund requested horse-drawn carriage rides. The Administration budget will cover half of the cost of the carriage rides; the Parks and Recreation budget will provide the remainder. Commissioner Schuurman's wife's Brownie troop has already made some ornaments for the tree and carolers have been secured.

Superintendent Violante stated that she has created a "passport" for the kids to take to different retailers in the mall for a stamp. Kids returning completed passports will be put in a raffle to receive one of many prizes donated by businesses in the mall. Caribou Coffee is the central location and will be providing drinks and the setting for Santa. Walgreens will be taking free pictures with Santa.

C. Holiday Party

Superintendent Violante stated she has collected \$975.00 in business donations to date. Attendees will again need to RSVP, which seemed to work well last year.

Commissioner Landsman asked if Dell Rheas will be providing chicken again this year. Superintendent Violante stated Dell Rheas has not contacted her; however, they do donate money for the Easter Egg Hunt. Chairman Cobb and Commissioner Landsman felt that providing chicken or some other type of food was important as times are tough for many people. If Dell Rheas does not come through, Superintendent Violante was advised to seek

food donations elsewhere. Superintendent Violante stated she will work on securing food for the party.

6. NEW BUSINESS

A. 2013/2014 Budget

Superintendent Violante stated proposed 2013/2014 budget numbers are tentative until more information is received from the master plan. Commissioner Kanaverskis previously requested money be budgeted to repaint the light posts at Community Park. Superintendent Violante asked the Commission for ideas for other park projects. The Commissioners requested Superintendent Violante provide them with a current wish list and budget to help determine the budget for next year.

7. CORRESPONDENCE/COMMUNICATIONS

Commissioner Stetina stated he was one of the residents called to participate in the master plan phone survey. He stated the surveyors were really nice.

8. VISITORS' BUSINESS

There was no visitors' business.

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Landsman to adjourn the meeting at the hour of 8:47 p.m.

PREVIOUS ROLL CALL VOTE: AYES: Chairman Cobb, Commissioners Landsman, Schuurman, Stetina, and Weigus. NAYS: None. ABSENT: Commissioners Kanaverskis and Lazarski.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

December 4, 2012

Chairman

Minutes transcribed by Cindy Stuchl.