

Parks & Recreation Committee

Minutes of the Meeting on
August 20, 2018

**Village of Homer Glen
14240 W 151st Street, Homer Glen, IL 60491
Community Room**

1. Call to Order.

The meeting was called to order at 6:30 p.m. by Co-Chairperson Christina Neitzke-Troiike.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

Present at 6:30 p.m. were Committee Co-Chairs Christina Neitzke-Troiike and Beth Rodgers, and Members Dale Janssen, Cassandra Courtright, Ed Cryer, Russel Knaack, Regina Robinson, John Walters, and Mark Gawron.

Members Absent: Bob Kman and Thor Batchelor.

Also Present: Holiday Event Subcommittee member Amy Blank, Facilities Manager John Robinson, Community Relations Coordinator Sue Steilen, and Administrative Analyst Matt Walsh. Resident Martin Pavlik was also in attendance.

4. Approval of Amendments to the Agenda.

Co-Chair Rodgers stated that Community Relations Coordinator Sue Steilen would have to leave early, so the Holiday Event presentation, item 9(a) should be moved prior to item (7) Report from Co-Chairs. Co-Chair Rodgers made a motion to approve the agenda with that amendment, seconded by Member Courtright. The motion passed.

5. Minutes.

- a) July 16, 2018

Co-Chair Neitzke-Troiike stated that the minutes from the July 16, 2018 Parks and Recreation Committee meeting were being presented for approval. Co-Chair Neitzke-Troiike made a motion to approve the minutes from the July 16, 2018 meeting; seconded by Member Cryer. The motion passed.

6. Public Comment.

Resident Marty Pavlik, of Glenview Walks Estate, mentioned that he has been to a few meetings and brought a petition in from residents about building a park at Glenview Walk. He asked for an update and wondered what the next steps are in developing the park. Co-Chair Neitzke-Troiike and Member Knaack discussed that staffing changes have delayed the project, and the prioritization plan needs to be revisited by Administrative Analyst Matt Walsh. Facilities Manager John Robinson

stated that he had done some research on budgeting for equipment and plans on bringing some plans forward to the Committee next month.

Mr. Robinson stated that there is not money in the budget for a new park at the moment, but would be willing to bring it forward to the committee for discussion. Member Knaack stated that he wants to think about the Village as a whole and look at other areas that may also need parks. There was general agreement that steps need to be taken to plan for future park development.

Mr. Robinson mentioned that Glenview Walk has the only Village land that is currently ready to build a park on. Co-Chair Neitzke-Troiike recommended that the Trustees are included in this discussion as well. Member Knaack mentioned that a parcel in Old Oak is available for sale, and there are also lots available next to the potential park spot in Glenview Walk to potentially expand.

Mr. Pavlik stated that he has signatures from almost everyone in the subdivision, and asked when the budget process starts. Mr. Robinson responded that the budget process starts around January. Mr. Pavlik said that he would be at every meeting and that nobody from other subdivisions were there. Discussion of park prioritization will be placed on the agenda for a future meeting.

9. Old Business.

a) Presentation by Holiday Event Planning Team

Member Gawron stated that the subcommittee has had three planning meetings as a result of discussion back in February to expand the event. Co-Chair Neitzke-Troiike asked about the budget for the event, Administrative Analyst Walsh stated that last year about \$1,400 was spent, and Member Gawron stated that a budget of \$6,000 was being used based on discussion from the February meeting.

There was some discussion about sponsorship and donation policies, and the need for some guidance from Trustees before reaching out to potential donors. Ms. Steilen has gathered information and wants to discuss with trustees, but is focusing on in-kind contributions for this event.

Co-Chair Neitzke-Troiike expressed concerns about cutting down a tree to use for the event due to the Environment Committee. Ms. Steilen mentioned that a resident is willing to donate a tree, and he would be cutting it down either way. She needs to confirm that the tree can be removed, transported, and erected for the event. Facilities Manager Robinson mentioned that the tree used in 2017 was moved too many times and is no longer healthy. That would be a concern with any tree that is re-planted. Co-Chair Neitzke-Troiike stated that a planted tree might not work this year, but should be considered in the future.

Ms. Steilen stated that Mark Walsh of M & D Farms would decorate the tree. Member Janssen asked whether there was any connection to the current tree in terms of donation. Ms. Steilen stated that the Environment Committee planted the tree, but it would not be an issue if it was not used.

Member Gawron presented the planned timeline and list of activities to take place. Cross of Glory and the Homer Junior Women's club are going to sponsor craft tables. Konow's is going to donate the hay ride, and a fire truck is going to bring Santa. The truck may be used as a touch-a-truck activity for kids. Co-Chair Neitzke-Troiike confirmed the details of the hay ride and refreshment trailer. The ride will have electricity for lighting and music and the trailer would provide coffee, hot chocolate, hot cider, donuts, and popcorn. Co-Chair Neitzke-Troiike also announced that Joey's Red Hots is donating Hot Dogs and Brats for free.

Co-Chair Neitzke-Troiike asked whether the Committee is pursuing political sponsorships or donations. Member Robinson asked if the plan included a Toy-for-Tots donation box. There was some discussion on the details of including a toy box, and there was general consensus that it was a great idea.

Co-Chair Neitzke-Troiike asked what the estimated attendance was for last year's events. Estimates varied, but it was agreed that it was over 300, a large increase over 2016. The discussion then turned to details about the hayride and the entertainment that would provide. Member Courtright stated that the plan is to light parts of Heritage Circle and provide music on the ride. The scope and amount of lights was discussed.

Co-Chair Rodgers questioned the \$3,500 in the budget being spent on a tent, when it could be spent on lighting. The Holiday Subcommittee responded that there were crowding issues last year, and the idea is to spread people out and give more seating options. Coordinator Steilen presented quotes she received for 40x80 tents, and they were all well over \$2,000. The costs are high because of the need to use water barrels to weigh down the tent. The tent can't be tethered on the parking lot.

Mr. Robinson expressed concerns about the tent interfering with Village operations and potentially interfering with fire truck access. Ms. Blank pointed out that the outdoor attractions (hay ride, food trucks, music) should draw some people outside even if there is not a tent. Mr. Robinson proposed that Santa could be placed in the lobby to spread out inside activities.

Discussion took place about using the money on lighting instead of the tent. Member Knaack proposed that smaller tents could be cheaper and stated that tents would be necessary due to past growth and expanded activities. Co-Chair Neitzke-Troiike stated that the lights would be a better investment and a tent could be used in the future if necessary.

Co-Chair Rodgers asked Co-Chair Neitzke-Troiike to take a consensus on the tent. Member Knaack stated that data was not available to make that decision, so Co-Chair Rodgers proposed a hypothetical where the tent would cost \$2,000. Member Knaack questioned the need to go from one extreme to another, and believes that a sufficiently-sized tent and lighting could coexist. Member Knaack believes tent prices could be lower than the quotes and voted 'yes' to the tent.

Member Walters voted 'no' if the tent would cost \$2,000. Discussion of the high cost of tents took place. Mr. Robinson mentioned that the Village would eventually be buying tents for general use and events. Co-Chair Neitzke-Troiike pointed out concerns with wind blowing the tents down.

Discussion turned to the feasibility of having Santa in the lobby. Mr. Robinson showed a photo of the lobby tree to the group. After a show of hands, Co-Chair Neitzke-Troiike confirmed that the consensus was that there would no tent, and the budget should be spent on lights. Member Knaack reiterated his concerns about overcrowding, and Co-Chair Neitzke-Troiike and Member Robinson responded that there would be activities outside to spread people out.

Member Gawron stated that the planning committee would rethink the event and get back to the committee as a whole. Further research on cheap tents would continue, but the priority is on lighting. Member Courtright asked who was responsible for decorating Village Hall and Heritage Circle, and Mr. Robinson confirmed that his staff would do as much as possible. Member Janssen proposed that individuals or organizations could decorate trees as some type of sponsorship. Member Janssen also proposed that art clubs make murals to place around Heritage Circle.

Member Gawron summarized the discussion and stated that the subcommittee would reimagine the event.

7. Report from Co-Chairs.

There were no reports from Co-Chairs. Co-Chair Rodgers stated she would provide updates about Heritage Park when the item came up.

8. Reports and Communications from Staff.

a) Staff Liaison Matt Walsh Introduction

Administrative Analyst Matt Walsh introduced himself as the new Analyst and Staff Liaison to the Parks committee. Analyst Walsh stated that he has served on a park board in his hometown and is familiar with the challenges of planning events and projects and is looking forward to working with the committee.

b) Heritage Park Project Update

Co-Chair Rodgers invited the committee to the Active Core groundbreaking on August 22 at 6:00pm. Analyst Walsh showed some photos to the group of features that would be included in the Active Core. Mr. Robinson added that a mutt mitt station, a picnic table, and a garbage can have been added to the park.

c) Facilities Manager's Update

Mr. Robinson announced that the slide at Stonebridge Park had been replaced under warranty. Mr. Robinson stated that some of the older Village Parks have

equipment that will need to be replaced in upcoming years. Plans for replacements and development of new parks have to be revisited with Analyst Walsh and the new Village Manager.

10. New Business.

Member Knaack proposed the idea of having a Homer Pet Parade around Heritage Circle. It is a successful event in LaGrange. Discussion of scheduling took place in order to plan and budget. Co-Chair Neitzke-Troiike asked if there would be a Goodings Grove park event, and Co-Chair Rodgers pointed out there would be some money available for another event after the Tree Lighting.

11. Committee Member Updates

Member Walters asked about standing water on the asphalt paths. Mr. Robinson stated that some spots are due for repairs, and was unsure about path maintenance. Mr. Robinson will talk to Development Services Director Michael Salamowicz about the low spots.

12. Adjournment.

Motion by Member Cryer, second by Member Knaack to adjourn. Motion carried. The meeting was adjourned at 8:02 p.m.

Respectfully Submitted:



Matt Walsh
Administrative Analyst