

**MINUTES OF A “SPECIAL” MEETING OF  
THE PARKS AND RECREATION COMMISSION OF THE  
VILLAGE OF NORTH BARRINGTON WHICH WAS HELD  
WEDNESDAY, SEPTEMBER 7, 2011 AT  
THE NORTH BARRINGTON VILLAGE HALL  
111 OLD BARRINGTON ROAD IN SAID VILLAGE**

**1. Call to Order, Roll Call, Approve Minutes of August 17, 2011 Parks & Recreation Commission “Special” Meeting:**

At 7:35 P.M Chairman Pat Ryan called the meeting to order.

Present in Person: Chairman Pat Ryan, Vice Chairman Ann Kafka, Lloyd Struttman, Lisa Onyx, Wayne Onyx, Jane Farrell  
Absent: Gillan Hampton  
Also Present: Nicole Keiter, Deputy Village Clerk

The Minutes from the August 17, 2011 Parks and Recreation Commission “Special” Meeting were made available to the Commission.

Motion: Lisa Onyx moved to approve the Minutes from the August 17, 2011 Parks and Recreation Commission “Special” Meeting; seconded by Lloyd Struttman.

Discussion: There was no discussion.

Vote on the Motion: The voice vote was unanimous in favor.

Chairman Pat Ryan declared the Minutes of the August 17, 2011 Parks & Recreation Commission “Special” Meeting approved and put on file.

**2. Park Request Form and Guidelines**

Chairman Ryan distributed a rough draft of a new park permit request form that he created to be used by anyone wishing to have use of Eton Park. He also distributed a new set of guidelines that would be used in conjunction with the request form. At the current time, anyone looking to use Eton Park completes a general form and receives a copy of the Village Ordinance for their review. The new request form calls for further detail and must be completed prior to using the field. In addition, the new guidelines require a signature at the bottom so the Commission has faith that the applicant has reviewed them and will follow the requirements. A signed copy of the guidelines, along with the completed form will have to be turned into the staff at Village Hall and marked as approved for the group to use Eton Park. A copy of the Ordinance will continue to be distributed to each person looking to use Eton Park. If a staff member sees something questionable on the request form, approval will not be granted, and the form will be passed onto the Parks and Recreation Commission for their consideration.

The Commission reviewed the request form and the guidelines. Revisions were made to each form and the Commission supported the use of both in the future.

### 3. Fall Fest

The Fall Festival is next month, on October 2<sup>nd</sup>. Ms. Farrell stated that she will have the postcard outline completed in the next week and will be sent to the printer and mailed to residents. It was stated that Patyk Farms will be able to supply gourds and other fall décor for the Festival. Ms. Onyx will be working with them to see if they will also be able to supply pumpkins for residents to purchase at a discounted rate. Patyk Farms will be able to deliver everything on Saturday prior to the Fall Fest giving the Commission time to arrange the decorations early. Vice Chairman Kafka stated that Patch 22, in addition to everything that they supply, will also be supplying the mini pumpkins for children to paint this year.

Vice Chairman Kafka stated that many of the details for Fall Festival were complete; however, there were a few things still outstanding. The biggest item still left was the need for volunteers. She asked the Commission for their help in recruiting volunteers. Mr. Onyx suggested that the Kaleidoscoops ice cream man be used for Fall Fest. He stated that due to inclement weather the ice cream man had been cancelled on twice this past summer and he felt as if it would be in good nature to offer him the option of Fall Fest. The Commission agreed and stated that the ice cream man should be given easy access to the Park somewhere by the baseball diamond. Chairman Ryan will be contacting Biltmore Country Club to see if they are willing to donate lemonade for the event. He will also ask if they would like to donate hot chocolate on December 10<sup>th</sup> for the Santa event. The Commission agreed that cookies would still be a nice addition to the event.

Ms. Onyx stated that she gave the winner of the pumpkin growing contest a gift basket last year. She stated that she would like to make one for the winner this year as well and asked the Commission their thoughts on a price range.

Motion: Jane Farrell moved that the Parks and Recreation Commission vote to allocate an amount of money for the pumpkin contest winner gift basket in an amount not to exceed \$50; seconded by Lloyd Struttman.

Discussion: There was some discussion.

Vote on Motion: Ayes: Chairman Pat Ryan, Vice Chairman Ann Kafka, Lloyd Struttman, Lisa Onyx, Wayne Onyx, Jane Farrell

Nays: None

Absent: Gillan Hampton

Abstain: None

Chairman Pat Ryan declared the motion approved.

The Commission will be meeting on both Saturday and Sunday mornings to set up for the event.

### 4. Pictures With Santa

Pictures with Santa will be on December 10<sup>th</sup> from 1:00 – 3:00 p.m. The Commission decided that a postcard would be beneficial for this event and Ms. Farrell will be putting one together. Ms. Farrell will also be getting fresh decorations from the Boy Scouts for this event. Vice Chairman Kafka stated that everything for this event is already done. Chairman Ryan will be in charge of music for the event, Ms. Onyx will be in charge of purchasing cookies, and Vice Chairman Kafka will be responsible for all check requests.

## 5. New/Old Business

Vice Chairman Kafka stated that the idea of a Park Structure was discussed at the last Board meeting. She stated that the Board was unanimously supportive of the idea; however, at this time the money for a structure is not in the budget. The Board stated that once the Miller Road project is complete they want to assess the new water patterns and any potential issues with regards to the Park. After those steps have been completed the Board would like to allot money in the budget to go towards a park structure. Mr. Onyx showed the Commission a quote that he got from a local lumber company, Hillside Lumber Inc., for them to supply the lumber locally. The quote did not include anything additional such as assembly. It was stated that the amount of money saved by taking this option would be minimal.

Chairman Ryan stated that he would like to have playground mulch delivered and spread at Eton Park prior to Fall Festival. He stated that it would not only improve the appearance of the Park, but would also offer some additional safety benefits.

Motion: Jane Farrell moved that the Parks and Recreation Commission vote to have playground mulch delivered for \$18/yard in an amount not to exceed \$1300; seconded by Lisa Onyx.

Discussion: There was some discussion.

Vote on Motion: Ayes: Chairman Pat Ryan, Vice Chairman Ann Kafka, Lloyd Struttman, Lisa Onyx, Wayne Onyx, Jane Farrell

Nayes: None

Absent: Gillan Hampton

Abstain: None

Chairman Pat Ryan declared the motion approved.

Chairman Ryan stated that Cuba Township would be delivering mulch for the walking paths. He also brought it to the Commission's attention that the sign to Eton Park needed to be repaired as it is currently crooked. The Eagle Scout project of a boardwalk at Eton Park has been completed and the Boy Scouts also helped with some weeding around the area.

## 6. Adjournment

Motion: Chairman Pat Ryan made a motion to adjourn the meeting; seconded by Lisa Onyx.

Discussion: There was no discussion.

Vote on Motion: The voice vote was unanimous in favor.

At 9:15 p.m. Chairman Pat Ryan declared the meeting adjourned.

These Minutes were approved at the "Special" Parks and Recreation Commission Meeting held November 2, 2011.

ATTEST:

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Nicole Keiter, Deputy Village Clerk

