Parks & Recreation Committee

Minutes of the Meeting on
February 24, 2020

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 6:00 p.m. by Communications & Recreation Services Coordinator Amy Blank.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

    Present at 6:00 p.m. were Co-Chair Ruben Pazmino, Co-Chair Beth Rodgers, members Dale Janssen, Regina Robinson, Marty Pavlik, Dan Kenney and Russell Knaack.

    Member Ed Cryer arrived at 6:05 p.m.

    Members Absent: Mark Gawron, Bob Kman, John Walters and Thor Batchelor.

    Also Present: Communications and Recreation Services Coordinator Amy Blank, Facilities Manager John Robinson, Chief Building Official Joe Baber, and Village Manager Karie Friling.

4. Approval of Minutes.

   a) January 20, 2020

    Member Kenney made a motion to approve the minutes of the January 20, 2020 Committee meeting; seconded by Co-Chair Pazmino. The motion passed unanimously.

5. Approval of Amendments to the Agenda.

    Co-Chair Rodgers motioned to move New Business item 9(c) first on the Agenda under New Business, as she felt that item should be discussed prior to the other two items, as discussion on this one was tied to the other items. Member Pavlik seconded the motion. The motion passed unanimously.

6. Public Comment.

    None.

7. Reports from Co-Chairs.

    None.

8. Old Business.
a) Glenview Walk Park RFP Update  
   1. Motion to Reschedule March Committee Meeting to March 30, 2020

Co-Chair Rodgers gave a summary of the Glenview Walk Park RFP Update, including an explanation about the timeline for the RFP deadline and how there is a desire for Committee Members to review and have input on the submissions. Co-Chair Rodgers also asked Member Pavlik to assist with sending out an email to the Glenview Walk HOA/Residents prior to the March Parks and Rec. Meeting, in order for the residents to weigh in on their preference for design and color. Member Pavlik agreed.

Co-Chair Rodgers called for a motion to reschedule the March Committee Meeting to March 30, 2020. Co-chair Pazmino motioned. Member Pavlik seconded. The motion carried unanimously.


a) Presentation and Discussion of Special Events, Rental Policies and Rules for Village Parks

Chief Building Official Joe Baber reviewed the current special events and rental policies and gave an update on what has transpired since this topic was last discussed on February 25, 2019.

Official Baber shared that the Parks Ordinance has not been updated since 2012 and that the Special Events Ordinance hasn’t been updated since 2009. Last year, with the Active Core not yet completed, it was decided not to allow any outside organizations or businesses to have any events in the park. Now that the Active Core is complete, the Village has started to receive requests to use the park for Special Events. Staff is looking to the Committee to get some direction on the issues regarding permitting, as it pertains to the parks and special events, and what should be allowed or not allowed so staff can update the code.

Co-Chair Rodgers brought a hand-out to the Committee members a list of questions that staff is looking for answers to regarding this topic. The questions included:

1. Should the Village allow non-Village sponsored special events to take place on Village property, specifically Heritage Park?

   The Committee agreed that yes, they are open to allowing non-Village sponsored special events to take place on Village Property, as long as all rules and regulations that the Village set forth pertaining to those events are followed. Manager Robinson noted that one rule he would like to see set is that outside organizations are not allowed to drive vehicles off roadways and would prefer that organizations are not allowed to set up large tents, as there are a number of safety and facility related issues with that allowance (like driving stakes through electric). As a test run, the Committee agreed to recommend limiting non-Village sponsored events to three (3) per year, for now.
2. Should events sponsored by non-profits, schools and businesses be treated differently?
   The Committee agreed that non-profits, schools and businesses should not be treated differently.

3. Should organizations be allowed to charge an entrance fee for an event on park property?
   Yes.

4. Should public access to the park, particularly the Active Core, remain available during an event?
   Committee agreed that the park should remain available to the general public, as much as possible, and that final decision regarding this question is up to staff discretion, depending on the special event in question (including layout of the event, proposed attendees, type of event, etc.) All special event requests should require a site plan.

5. Should the Village allow the rental of park space or pavilions for private use?
   No, the Committee would not like to allow for private rental of park spaces or pavilions. The Committee agrees they prefer to keep pavilion use on a first-come, first-serve basis.

6. Should the Village charge a rental fee?
   N/A

7. Should the rentals only be available to Homer Glen residents and organizations?
   N/A

   The Committee would not like to allow grills, inflatables, large signs (that need to be staked down), large tents, amplified sound, or alcohol at special events, for now. The Committee agreed small, pop-up tents would be OK.

9. Should the Village provide any resources for these events? (e.g. tables, set-up/clean-up)
   The Committee agreed that staff would have to be involved with special events in some capacity. Staff will work closely with the organizations to determine the set-up/clean-up plan. It was agreed that a fee or deposit could be required to address this staff cost.

Chief Building Official Baber will be taking this topic to the Public Services and Safety Committee Meeting for their input and then will be updating the Village policies for Board Approval.

b) Motion to Recommend Approval of Tennis Class Proposal from South Suburban Tennis Academy

Co-Chair Rodgers shared that she discussed this proposal with some of the other Board Members and the consensus was this program was too involved to take on
during the first full summer that Active Core is open. There was a desire for staff to monitor how the courts are being used over this next year to see how busy they are.

As an alternative, the Village could offer some free clinics to the residents (both tennis and pickleball) that is organized by skill level, not age, and that occurs on the same day/time every week (e.g. Saturday mornings from 9-10am). Co-Chair Rodgers suggested doing a Clinic every week. Co-Chair Pazmino also suggested doing some pop-up events, specifically for sand volleyball, bocce ball and bags, in addition to the other courts, in order to increase interest in other court use.

Co-Chair Pazmino asked if the Village has signs with information about rules and regulations for all the courts and play areas. Manager Robinson said the Village does have all the necessary signage, but some are not installed yet because they were delivered too late in the season and that they will be installed before this year’s play season.

Co-Chair Rodgers suggested adding signs at all the parks that include the non-emergency information number and information about contacting the Facilities Department for maintenance concerns. This topic is going to the Public Services and Safety Committee for discussion.

c) Pickleball Programming Discussion

See discussion above.

10. Reports and Communications from Staff.

a) Facilities Manager Update

Manager Robinson shared that there were some maintenance issues with the Goodings Grove park. There was a lot of garbage and a portion of the street was unavailable due to broken glass.

In addition, the Facilities Department is looking forward to the spring and getting all the equipment readyed for warmer weather.

Co-Chair Rodgers inquired about hiring additional seasonal employees for the Facilities Department. Manager Friling explained that approval for recruitment will be going before the Board on the February 26, 2020 meeting and hiring will follow approval.

Manager Robinson stated that historically seasonal employees start May 1, which is also the beginning of the FY21 budget.

11. Committee Member Updates.

No updates were given.

Co-Chair Rodgers asked Coordinator Blank to share information about Bike Homer.
Coordinator Blank shared that the Village has already received some sponsors for the Bike Homer event. The Village has also received commitments from businesses that would like to participate in the event. Many of the participating businesses are around the 159th Street and Bell Road area and are willing to participate by offering a discount or coupon for their services and allowing residents to use their bathroom during the event. The Village also received a commitment from Orland Park Cyclery who has agreed to offer a pre-event discount to residents, in addition to participating on the day of by being on site to do bike tune-ups or fill tires.

Co-Chair Rodgers suggested having a first-come/first-serve giveaway and likes the idea of a bib (caddy bib). Coordinator Blank mentioned this is on the “to-do” list and staff has been discussing whether the giveaway is a tee-shirt, or a water bottle, or something else.

Coordinator Blank also shared there is a Household Hazardous Waste Event on March 14. This is a “by-appointment only” event. Also, there will be an Earth Day event on April 25 and staff has invited a kite-flying vendor to come and demonstrate kite flying.

12. Adjournment

Member Janssen made a motion to adjourn; seconded by Member Cryer. The motion carried. The meeting was adjourned at 7:01 p.m.

Respectfully Submitted:

Amy Blank
Communications & Recreation Services Coordinator