

# For Your Information

## Resident Registration Begins Saturday, January 7, 2012

### Age Requirements

Participants should be within the age range stated in the individual program list. This is done for their safety and class continuity.

### Would You Like To Teach A Class?

Have you got a new and fun or creative idea for a program? A special talent that you might like to share? We are always searching for "something new" to offer, so if you have an idea, please call the Recreation Office at 441-4500.

### Non-Resident Fee Cooperative

The Village of Matteson has entered into agreements with neighboring communities to help reduce the cost of recreation programs. Residents of the following towns will be allowed to enroll in only Matteson Park and Recreation Department activities at the resident fee, unless otherwise noted. These cooperative communities are

PHONE	RECREATION DEPARTMENT
748-2005	PARK FOREST
481-8950	RICHTON PARK

This agreement will allow Matteson residents to enroll in activities offered by these communities at the lower resident rates. This is just one example of inter-governmental cooperation that the south suburbs are working towards. If you have any questions or comments regarding this concept, please feel free to contact us at 441-4500.

### Volunteers Needed

The Matteson Parks and Recreation Department utilizes volunteers for a variety of programs. Our youth baseball and basketball leagues have long benefited from those willing to volunteer their time as coaches. Volunteers not only help keep the cost of programs down, but through community involvement, help the public understand the workings of the Parks and Recreation Department.

Anyone wishing to volunteer their services for any program should contact the Recreation business office at 441-4500 or stop by the Matteson Community Center at 20642 Matteson Avenue.

### Employment Opportunities

The Matteson Parks and Recreation Department periodically has openings for persons to work part-time at a variety of positions; Program Instructors, Building Attendants, and Members Services Representatives. Position vacancies can be found on the web at [www.villageofmatteson.org](http://www.villageofmatteson.org), or inquire at the Human Resource Department at 708-283-4949. Applications can be downloaded from the web, picked-up at the Matteson Village Hall, 4900 Village Commons or at the Matteson Community Center, 20642 Matteson Avenue. Completed applications are to be mailed to or dropped off at the Village Hall location, or placed in the drop box located at the Village Hall east parking lot.

### Oops!

Our Parks & Recreation Staff has made every effort to prepare this brochure as accurately as possible; however, errors can occur. Circumstances may require that adjustment be made to programs, fees, schedules, etc. The Parks & Recreation Department reserves the right to make any such adjustments. The Department apologizes for any inconvenience these errors or adjustments may cause.

## Oakwood Recreation Center Closing Policy

This policy covers the closing of the Oakwood Recreation Center due to either extreme cold or lack of electricity. We have a different policy from the schools.

The Oakwood Recreation Center will be closed:

1. If the Center's heating system is not sufficient to offset the cold (temperatures at 60 degrees or lower inside the center). Classes may be moved to a different room if the cold is isolated to just one room.
2. If the electricity is not working and the class or activity is held during the evening.

If you are not sure whether the Oakwood Recreation Center is open, you may call us at 441-4500 or the Village Hall at 283-4900.

## Park Rules For Your Safety And Protection

1. In order to assure the safety of children in playground, picnic and athletic areas, our department STRICTLY PROHIBITS GLASS in the park system.
2. Dogs must be on a leash (6' or less) and owners must clean up after them.
3. **NO** driving or parking of any motorized vehicles, including motorcycles, is allowed in any grass area or athletic field in the park system. Drive only upon established roads and obey posted traffic signs.
4. All park areas close at **DUSK**.
5. **NO** *golfing is permitted in any of our parks.*
6. **NO** weapons of any type may be carried by anyone in the park's indoor or outdoor facilities except by the police. These include knives, sling shots, BB guns or guns in a case.
7. **NO** glass, radio controlled aircraft, littering or profane language.
8. All Village ordinances must be followed.
9. If the police are called and if, in the opinion of the Police Officer at the park, there are continued violations of ordinances or disturbances, the officer has the right to revoke any permit.
10. Full list of rules and regulations are available at the Recreation office.

## Broken Park Equipment

The Matteson Parks & Recreation Department requests that any broken play equipment, park benches, or vandalism to park facilities and athletic fields be reported by contacting the Parks & Recreation Office at 441-4500. The Parks & Recreation Department's facilities are supported by your tax dollars. Your cooperation is appreciated to maintain the aesthetics of these parks and facilities.

## We Love Our Parents But...

With your child's best interest in mind, parents are invited to their child's last class meeting. Our instructors have found that their quality of instruction had often been affected by parent and/or sibling distractions, interruptions and various other concerns during class time. We also feel it is most beneficial for children to have recreational time with their peers. Our instructors always welcome the opportunity to discuss a participant's progress with parents at any time. Thank you for your cooperation.

# For Your Information

## Available Parking At Matteson Parks

The following parking guidelines should be followed by all participants in any of our programs or activities conducted at any of the Matteson parks. Violators not following the designed areas will be ticketed. (For off street parking, see Park Sites & Facilities.)

<b>Allemon</b>	Absolutely NO parking on east or west side of Willow. Parking is available on Marya Yates School west or north parking lots and the parking lots at the east end or northwest area of the park.
<b>Governors Trail</b>	On streets where posted. Also limited parking (50) cars in St. Lawrence O'Toole's lot.
<b>Memorial</b>	Parking is available in the north parking lot and streets where posted.
<b>Notre Dame</b>	Parking is available in the east and west parking lots and on the streets where posted.
<b>Oakwood</b>	Parking is available in the west parking lot and streets where posted.
<b>Woodgate</b>	Parking is available in the north parking lot and streets where posted.

## Picnic Pavilion Rental

### Application Lottery Information

1st Day for Matteson Residents to Register for Picnic Rental Applications

**LOCATION:** Matteson Community Center  
**TIME:** Lottery Begins Promptly at 9:00 a.m.  
**DAY/DATE:** Saturday, January 21, 2012

- A. **Matteson Residents Only Today. Proof of residency is required.**
- B. **LOTTERY SYSTEM:** Lottery participants will meet at the Matteson Community Center before 9:00 a.m. At 9:00 a.m. the door will be closed and locked until all participants have drawn their lottery number, indicating their order for submitting a rental application. Applications will be accepted in numerical order beginning with Application Number #1. After all participants have been issued their number, the doors will re-open (at approximately 9:15 a.m.) and rental applications will be issued to individuals on a first come, first served basis.
- C. Following the picnic pavilion lottery, rental applications will be issued on a first come basis.
- D. Non-residents and businesses can register for picnic pavilion rental applications beginning Saturday, February 18.
- E. **NO** refunds once the park is reserved.
- F. For an additional \$15.00 fee, electrical service is available at all picnic shelters.
- G. Rental applications receive 10 picnic tables at the designated park site.
- H. Picnic pavilion rentals do not include an Athletic Field rental at the park site or the Fieldhouse rental at Memorial Park. These are separate rentals and require an additional fee. Athletic Fields are available to reserve beginning May 1, 2012.
- I. Further details are available regarding rental rules/regulations upon completing the Rental Application process or by calling our office at

## The Old Plank Road Trail

The Old Plank Road Trail is a unique nature trail used by countless outdoor enthusiasts; walkers, hikers, bicyclists, in-line skaters, bird-watchers, and even cross country skiers in the winter. Developed and maintained by the Old Plank Road Trail Management Commission, the creation of this trail is a great example of intergovernmental cooperation providing outdoor recreational services to our communities. The Commission consists of one voting representative from each of the following governing jurisdictions; villages of Park Forest, Matteson, Frankfort, Rich Township and the Forest Preserve District of Will County. Several access areas are available through the Village of Matteson, as well as many other areas along the 20 plus miles of paved trail that exist from Western Avenue in Park Forest, all the way west or Park Road in Joliet Township. Brochures and maps of the Old Plank Road Trail are available at the Matteson Community Center or call 708-441-4500.

## Thank You

The Matteson Parks and Recreation Department would like to thank the following volunteers, for making our recreation programs, events and leagues possible:

**FLAG FOOTBALL LEAGUE COACHES**  
**MATTESON FIRE DEPARTMENT**  
**MATTESON PUBLIC LIBRARY**  
**SANTA VOLUNTEER**  
**SCHOOL DISTRICT #159**  
**FALL SPECIAL EVENTS**

## Americans With Disabilities Act (ADA)

The Village of Matteson will comply with the Americans with Disabilities Act (ADA) which prohibits discrimination in the provision of programs, services or activities to individuals with disabilities. We invite any resident with a special need to contact the Matteson Village Hall or the Parks and Recreation Department, so that a smoother inclusion may occur. In addition to the programs listed within our brochure, our district also provides specialized services for people with disabilities through the South Suburban Special Recreation Association. Feel free to call SSSRA at 815-806-0384 or see the SSSRA information in this leisure guide. A copy of this publication is available in an alternative format upon request. Please contact us at 441-4500. If you have any questions about our Department's policy regarding ADA, or believe you have been unfairly discriminated against in the provision of programs, services or activities of the Matteson Parks and Recreation Department, please contact us at (708) 441-4500. A procedure is available to you for the prompt resolution of your complaint.

