



VILLAGE OF LINCOLNSHIRE

MINUTES PARK BOARD MEETING August 19, 2024

Present:

Chairman Borgerding
Member Fell
Member Gurewitz
Public Works Director Woodbury
Parks Foreman Biddinger
Management Analyst Anderson

~~Member Hamilton~~
~~Member Siegel~~
Member Alves
Alternate Shukas
Trustee Pantelis

1.0 ROLL CALL

Chair Borgerding called the meeting to order at 7:02 p.m., and Parks Foreman Biddinger, called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Approval of the Minutes of the June 17, 2024, Park Board Meeting (Village of Lincolnshire)

Member Lee moved, and Member Pantelis seconded the motion to approve the Park Board minutes. The motion pass unanimously.

3.0 RESIDENT COMMENTS AND REQUESTS

4.0 RECREATION

5.0 PARKS

5.1 Discussion of Field Usage Fees in accordance with Chapter 1, Section 8-1 of Title 8 of the Village Parks Code

Director Woodbury recapped the 'focus questions' from last meeting and the feedback provided by Park Board members. Director Woodbury reviewed the following 'focus topics' with the Park Board:

- LSA Capital Improvement Process (Focus Question# 11)
- Fee Increase Options/Review Duration (Focus Question# 12)
- What should the LSA affiliate approval process look like? (Focus Question# 13)
- What should the LSA affiliate termination process look like? (Focus Question# 14)
- Does the Park Board prefer a staff analysis of LSA affiliates? If so, how often? (Focus Question# 15)

LSA Capital Improvement Process:

Mr. Woodbury explained to the Park Board that staff's recommendation is to implement a process requiring LSA to submit capital requests to the Village between the months of January – March of each year. All projects would then be brought forward for consideration to be executed on the following year.

Park Board was in agreeance and would like to have LSA submit capital requests to the Village between the months of January – March of each year.

Fee Increase Options/Review Duration:

- Light Fees: Staff is recommending an increase in the current lighting fees from \$15.00 per hour to \$25.00/\$30.00 per hour across all classifications.

Park Board was in agreeance on increasing the lighting fees to \$25.00 per hour.

- Field Preparation/Material Charge: Staff recommends implementing a field preparation and materials charge. Current average of staff salaries in the Public Works Department is \$28.00 per hour. Staff recommends implementing a charge of \$25.00/\$30.00 per hour.

Staff will provide more information, including real-life numbers, at the next Board meeting.

- Camp Fees: Staff recommends a flat charge to LSA between \$500.00 - \$1,000 for each camp and there are currently (5) camps listed on LSA's website.

Park Board was comfortable charging a flat fee for each camp that is run by LSA.

- Fee Schedule:

Director Woodbury followed up on various scenarios for the different fee structures associated with each classification.

Member Fell made a 'hybrid' scenario. Keep scenario #1 with classification A and B staying the same, use scenario #2 for classification C, and use scenario #3 for classification D. Park Board agreed with Member Fell's recommendation, and staff will use this scenario and follow up with the Park Board on what it will look like.

What should the LSA affiliate approval process look like?:

Mr. Woodbury was seeking feedback on whether there are any aspects of the current process that the Park Board would like to see changed.

Park Board had nothing that they would like changed regarding the current approval process.

What should the LSA affiliate termination process look like?:

Mr. Woodbury explained to the Park Board that staff's recommendation is to approve a process that requires a representative from LSA to submit a letter recommending termination of any affiliate agreement.

Member Fell asked if this is even needed if LSA has cut ties with certain affiliates, then why can't the Village just terminate the agreement.

Does the Park Board prefer a staff analysis of LSA affiliates? If so, how often?
Park Board was in agreeance that we could monitor this and see how it goes.

Mr. Woodbury also went over additional items to obtain the Park Boards feedback on.

Team Fees:

Mr. Woodbury explained to the Park Board that staff's recommendation is to increase user fees, then Staff would potentially recommend elimination of the team fees as it feels this has somewhat discouraged outside applications and/or non-residents or non-affiliates from utilizing North Park.

Park Board feels that there is no change is necessary with the current team fees.

Summer Slam:

Mr. Woodbury explained to the Park Board that staff's recommendation is to enter into a 50% cost-sharing agreement with the Lincolnshire Sports Association (LSA) for the annual Summer Slam event, which will allow both parties to equally share the total expenses of hosting and running the event.

Park Board was in agreeance that staff can move forward with this recommendation.

5.2 Discussion and Direction Regarding the Whytegate Park Playground and Exercise Area

Mr. Woodbury explained to the Park Board that staff is seeking guidance on the replacement of the playground and exercise areas at Whytegate Park that is scheduled to be replaced in 2025.

Park Board agreed that staff should move forward with the playground equipment, which includes pour-in-play surface with a possible hybrid approach. Staff will gather more information on this approach.

Staff will be brining back different options, such as a challenge course or a climbing wall, explore what is available for this area.

Mr. Woodbury sought feedback from the Park Board on the original design goals and guidelines from 1986. Staff is looking for guidance on whether the new playground equipment and exercise area should align with the original designs of Whytegate Park.

Park Board members felt it was important to keep the original design and intent of Whytegate Park. The Park Board members felt that the green and white were esthetically pleasing.

6.0 UNFINISHED BUSINESS

7.0 NEW BUSINESS

8.0 ADJORNMENT

Member Borgerding moved and Member Gurewitz seconded the motion to adjourn the Park Board Meeting. The voice vote was unanimous, and Chairman Borgerding declared the meeting adjourned at 8:38 p.m.

Minutes submitted by Emily Land, Administrative Assistant, Public Works Department.