



**MINUTES OF THE  
PARK BOARD MEETING  
Thursday, March 21, 2019**

Present: Ken Borgerding, Park Board Chairman  
Michael Blasek  
Michael Brouillard  
Lee Campbell  
Lee Fell  
Suzi Siegel  
Kai Zhou  
Dr. Mara Grujanac, Trustee Liaison  
Brad Woodbury, Public Works Director  
Tim Baynon, Forestry/Parks Foreman  
Marc Facchini, Management Analysis

Absent: Sandra Wright

Location: Lincolnshire Village Hall, Lincolnshire Illinois 60069

**1.0 CALL TO ORDER**

Chairman Borgerding called the meeting to order at 7:00 pm

**2.0 ROLL CALL**

Forestry/Parks Foreman Baynon called roll and determined a quorum was present.

**3.0 APPROVAL OF MINUTES**

**3.1 Approval of the Minutes of the December 17, 2018 Meeting of the Park Board (Village of Lincolnshire)**

The Park Board reviewed the minutes of the December 17, 2018 meeting. A motion was made by Mr. Fell, seconded by Mr. Campbell and Mr. Zhou, to approve the minutes as presented. The motion was approved by a unanimous voice vote.

**4.0 RESIDENT COMMENTS AND REQUESTS**

4.1 Resident to request to have the Pocket Park named City Center Park.

**5.0 RECREATION**

5.1 None

**6.0 PARKS**

**6.1 Consideration and Discussion of a Name and Dedication Date for the Lincolnshire Downtown Pocket Park (Village of Lincolnshire)**

Mr. Woodbury explained that Village staff is looking for possible names and dates to hold a dedication for the newly constructed Downtown Pocket Park. Village Staff thinks that they should hold the dedication ceremony sometime between mid to late summer. Mr. Woodbury presented three possible names for the Downtown Pocket Park along

with four different dates to hold the dedication ceremony. The three names that were provided to the Park Board for input were:

- Creekside Park
- Indian Creek Park
- Half Day Park.

The four dates that were provided to hold a dedication event were as follows:

- Monday, July 22<sup>nd</sup>, 2019 @ 6:00pm
- Monday, August 12<sup>th</sup>, 2019 @ 6:00pm
- Monday, August 26<sup>th</sup>, 2019 @ 6:00pm
- Monday, September 9<sup>th</sup>, 2019 @ 6:00pm
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Mr. Blasek asked Mr. Woodbury if there is any signage indicating where this park is located to help people understand the location better. Mr. Woodbury said that at this time there is no signage but that it is something staff can look into. Mrs. Siegel asked if the future sign would be placed on the monument sign where the Culvers and Fresh Market sign is. Mr. Woodbury explained that it would be a standalone sign and not be part of the monument sign.

Mrs. Siegel said that she would like the name 'Lincolnshire Pocket Park' to be placed on the list of names for consideration. Mr. Blasek said that he also likes the idea of having it names Pocket Park but thought that it would be nice to call it Half Day Pocket Park. Chairman Borgerding said that he always thinks of Indiana Creek as where the Pocket Park is located.

Mrs. Siegel asked if the Village ever contacted the Condos nearby to see if they had any input on a name for this Park. Mr. Woodbury explained that the Village has not reached out to the Condo Associations but that he certainly can and see if they have any ideas on possible names.

Trustee Grujanac explained that if Village is going to open this up and get park name ideas from the outside then the Village should contact students. Trustee Grujanac said that she doesn't think the students should necessarily name it but it might be on a list of potential names that could be considered. Mr. Woodbury said that if we contact the students and the Condo Associations then it is only fair if the Village opens it up to the residents. Mr. Woodbury brought up that they could do a survey monkey survey on what the park name should be and include a list of possible park names.

Mr. Woodbury asked the Park Board if they any input on the four dates that were provided for the dedication ceremony. It was decided that once the survey results are in then staff would make a recommendation on a date based on how long it takes to get the results.

Mr. Woodbury asked the Park Board if they would like the results to come back to them prior to bringing the results to the Village Board. Chairman Borgerding thinks that Village Board would like their input on this when making a decision. Mr. Woodbury said that Village staff can try and get the survey up and out in time to get results back for the next Park Board meeting and based on the information staff presents can then make a recommendation to the Village Board.

## **6.2 Consideration and Discussion of a Picnic Permit Fee Waiver Request (Girl Scout Troop #45713 & 45936)**

Mr. Woodbury explained to the Park Board that Girl Scout Troop #45713 and 45936 applied for a picnic permit on Saturday, August 24<sup>th</sup> from 10:00am to 12:00pm at North Park. The Girl Scout Troops are looking to have the \$50.00 permit fee waived. Per the Village code, in order to get a fee waived the item must be brought in front of the Park Board and Village Board for approval.

A motion made by Mr. Fell, seconded by Mr. Zhou, to approve the Picnic Permit Fee Waiver for Girl Scout Troop #45713 and #45936.

### **6.3 Consideration and Discussion of the Result of Lincolnshire Parks Survey (Village of Lincolnshire)**

Mr. Facchini provided the Park Board with results that the Village received based on the 240+ response from the Lincolnshire Parks Survey. Mr. Facchini shared with the Board some of the notable responses from the survey.

Mr. Facchini explained that the final question on the survey was an open ended question that asked participants what amenity or feature they would like to see added to the park that is currently not offered. Mr. Facchini said that the top three responses were splash pads, dog areas, and pickle ball courts.

Mr. Facchini said that the ultimate goal of this is to receive the feedback from the Park Board and make parks, paths and open space recommendations to the Village Board and to include this in the Villages 10 year Capital Improvement Plan and asked if there was anything that the Park Board wanted to potential add to the 10 year Capital Improvement Plan. Mr. Fell asked Mr. Woodbury if the Park Board can review the results for about a month or so and in that time have Village staff go back and with the top three results think of possible locations.

### **6.4 Consideration and Discussion of Field Usage Fees and Athletic Field Usage Policy in Accordance with Chapter 1, Section 8-1 of Title 8 of the Lincolnshire Village Parks Code (Village of Lincolnshire)**

Mr. Woodbury explained how staff is proposing a full review of the Classification sections as well as the Field Usage Fees for the Village Parks code as recommended by the Park Board and Village Board. Mr. Woodbury reviewed the three different classifications that the Village has and explains how Village staff would recommend the proposed increases. Proposed Field Usage details can be found in the agenda for this meeting.

Village Staff is recommending consideration and possible approval of the Field Usage Fees as presented. Mr. Woodbury said that this is only a recommendation by staff as input from the Park Board is also welcomed and desired. Should the Park Board finalize changes to the Athletic Field Usage Policy staff would recommend a referral of this matter for the next Village Board Meeting. Mr. Woodbury said that the fees associated with this Policy would not go into effect until year 2020.

Mr. Fell made a recommendation to place the 'The Athletic Field Usage Policy and Field Usage Fees in Accordance with Chapter One' on the proposed Field Usage Fee Chart.

A motion made by Mr. Fell, seconded by Mr. Blasek and refer to the Village Board.

**7.0 UNFINISHED BUSINESS**

7.1 Resident spoke to the Park Board and suggested that they name Lincolnshire Pocket Park the City Center Park

**8.0 NEW BUSINESS**

8.1 Mr. Fell made a recommendation for staff to look into how much time should pass between affiliation reviews. Trustee Grujanac suggested that the Village staff do a yearly census to see how many of the affiliations players are D103. Chairman Borgerding said that this is the ultimate outcome the Park Board members would like to see.

**9.0 ADJOURNMENT**

9.1 A motion was made by Mr. Fell, seconded by Mr. Zhou, to adjourn the meeting. The motion was approved by unanimous voice vote. Chairman Borgerding declared the meeting adjourned at 7:45 pm.

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