



**AGENDA  
PARK BOARD MEETING  
Village Of Lincolnshire  
Village Hall  
1 Olde Half Day Road  
Lincolnshire, Illinois 60069  
Public Meeting Room**

**Monday, October 21, 2019  
7:00 p.m.**

*Reasonable accommodations or auxiliary aids will be provided to enable persons with disabilities to effectively participate in any public meeting of the Park Board.  
Please contact the Village Administrative Offices (847)883-8600  
48-hours in advance if you need special accommodations in order to attend*

*The Park Board will not proceed past 10:30 p.m. unless  
There is a consensus of the majority of the Members to do so.*

*Citizens wishing to address the Park Board on agenda items may speak when the agenda item  
Of interest is open, prior to Board discussion.*

- 1.0 CALL TO ORDER**
  - 2.0 ROLL CALL**
  - 3.0 APPROVAL OF MINUTES**
    - 3.1 Approval of the Minutes of the June 17, 2019 Park Board Meeting (Village of Lincolnshire)
  - 4.0 RESIDENT COMMENTS AND REQUESTS**
  - 5.0 RECREATION**
  - 6.0 PARKS**
    - 6.1 Consideration and Discussion of a Village of Lincolnshire Parks and Paths Master Plan.
  - 7.0 UNFINISHED BUSINESS**
  - 8.0 NEW BUSINESS**
  - 9.0 ADJOURNMENT**
-



**MINUTES OF THE  
PARK BOARD MEETING  
Monday, June 17th, 2019**

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

Absent: Sandra Wright  
Michael Blasek

Location: 1025 Riverwoods Rd, Lincolnshire Illinois 60069

**1.0 CALL TO ORDER**

Chairman Borgerding called the meeting to order at 5:30 pm

**2.0 ROLL CALL**

Management Analysis Facchini called roll and determined a quorum was present.

**3.0 APPROVAL OF MINUTES**

**3.1 Approval of the Minutes of the April 15, 2019 Meeting of the Park Board  
(Village of Lincolnshire)**

The Park Board reviewed the minutes of the April 15, 2018 meeting. A motion was made by Mr. Fell, seconded by Mr. Brouillard, to approve the minutes as presented. The motion was approved by a unanimous voice vote.

**4.0 RESIDENT COMMENTS AND REQUESTS**

4.1 None

**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 the construction of the Downtown Pocket Park located in Lincolnshire behind the old Fresh Market site was completed in the fall of 2018. Staff

engaged School district 103 students to solicit names by offering a survey to vote on a name for the park. Creekside Park was the overwhelming favorite and top choice of the student's poll. The Village is planning to hold a dedication for Creekside Park on Monday, September 9<sup>th</sup>, 2019 at 6:00 pm. Mr. Woodbury stated that staff is recommending approval of the name Creekside Park and approval of the dedication date of Monday, September 9<sup>th</sup>, 2019 at 6:00 pm.

A motion made by Mr. Fell, seconded by Mr. Campbell, to recommend approval of the park name and dedication date/time. This request will be forward to the Village Board for final approval.

## **6.2 Discussion of the North Park Tennis Court Resurfacing Project (Village of Lincolnshire)**

Mr. Woodbury explained that in March of 2019, the Village Board approved a contract with Chicagoland Paving Contractors in an amount not to exceed \$40,000.00 to resurface the North Park tennis courts. This project was approved as part of the Fiscal Year 2019 Capital Improvement Plan. In early April, 2019, Chicagoland Paving began to grind the tennis court surface, and in the process of grinding, the contractor discovered many areas of the tennis court lacked a sufficient subbase. The lack of subbase caused heaving and sinking throughout certain sections of the court. Mr. Woodbury explained that the tennis courts were originally installed in 2003, and the entire area is in need of a complete resurfacing. Staff is waiting for dry weather conditions to allow a proof roll. Once a proof roll is performed, staff can better determine which areas of the court must be completely re-built. Once the contractor can proof roll the area, they can provide a change order quote to repair and potentially re-build the tennis court surface. At that time, staff plan to bring a report to the Village Board which may require a supplemental appropriation once the additional cost incurred to complete the project are determined. Mr. Woodbury explained that there are several options that should be considered in order to find a way moving forward which are as follows:

- Continue with the project and have Chicagoland Paving completely reconstruct the sub base and resurface the entire area: Anticipated Cost - \$80,000.00
- Have Chicagoland Paving proof roll the areas and provide an alternate price to only reconstruct the sub base in areas that are needed: Anticipated Cost - \$60,000.00-\$75,000.00
- Have Chicagoland Paving remove the existing court and apply turf to the area: Anticipated Cost \$50,000.00 - \$60,000.00

Mr. Woodbury said that the tennis court fencing also has to be considered. There is approximately 450' of fence at North Park. Staff estimates the cost to remove and dispose of the fencing to be between \$7,000.00 - \$9,000.00

Mr. Woodbury explained that once the North Park courts are complete he is expecting to turn one of the courts into a pickle ball court. He would also like to do this at Spring Lake Park as well.

Trustee Grujanac said that Lincolnshire currently has 7 tennis courts without counting the 2 at North Park. Park Board members had some discussions regarding if this area should be kept as a tennis court or be used for something else. Trustee Grujanac said that reason she is bringing this up because the Village Board was really questioning the number of courts there are in Lincolnshire and whether or not it is a good use of money

to maintain the courts at North Park in addition to the other 7 tennis courts. Trustee Grujanac explained that at one point the Village Board brought up that the idea of North Park was supposed to be that there were just fields.

Park Board members discussed different ideas of what they would like to see for the North Park Tennis Courts.

Mr. Fell made a recommendation to obtain a more refined cost associated with repairing/reconstruction the North Park tennis courts before they completely turn down the idea of having them fixed. Mr. Fell also would like staff to reach out to Lincolnshire Sports Association to see if they would have a preference on micro fields (turf or grass) and ask if there are any companies that would like to sponsor whatever the proposed field would be.

### **6.3 Tours of North Park, Florsheim Park, Whytegate Park, Old Mill Park, and Memorial Park (Lincolnshire)**

North Park:

Mr. Baynon outlined to staff and Park Board members all of the projects/work that took place last year and this year. Mr. Baynon then explained that projects that are projected to take place in two years would be the picnic area tent replacement located on the other side of the concession building, lighting upgrades (parking lot lights/plaza lights), and dug out bench replacement/park bench replacement.

Florsheim Park:

Mr. Woodbury explained to Park Board members that due to the 2" rainfall that recently happened they would not be able to walk very far without getting stuck in mud. Staff explained that if someone would like to visit the area they can but it would be wet and muddy. Mr. Woodbury also explained that other work that takes place every year is the Native Area Restoration Contractor that removes invasive plants, in house tree removals, and in house path restorations. Mr. Woodbury explained that there is nothing in the capital for Florsheim except for the natural area board walk replacement program that will start in 2021. Mr. Woodbury explained that the Village is planning to do a prescribed burn in the fall that will take about a day or two.

Whytegate Park:

Mr. Baynon outlined to staff and Park Board members all of the projects/work that took place last year and this year. Mr. Woodbury explained that any future projects would include removal of any dead/hazardous trees. Mr. Woodbury explained that projects that are projected to take place in two years would be the 2020 tennis court resurfacing project, playground update and Whytegate fence relocation. Mrs. Campbell explained that the benches are not stable. Mr. Woodbury explained that Fleet Foreman, Matt Liewehr is in the process of obtain quotes to have the benches all removed and power coated (sand blasted and repainted).

Old Mill Park:

Mr. Baynon outlined to staff and Park Board members all of the projects/work that took place last year and this year. Mr. Baynon explained that they are obtaining quotes to replace part of the fence that is leaning along Route 22. Mr. Baynon explained that any future projects would include that parking lot resurfacing that will cost around \$17,000.00.

Memorial Park:

Mr. Baynon explained to staff and Park Board members that there were no projects that took place at Memorial Park last year or that is scheduled to take place this year. Mr. Baynon explained that they will be keeping their eye on a few trees that may need to be removed. Mr. Woodbury explained that the only upcoming plan that the Village has in the Capital plan is gazebo replacement which would be many years from now.

**7.0 UNFINISHED BUSINESS**

7.1 None

**8.0 NEW BUSINESS**

8.1 None

**9.0 ADJOURNMENT**

9.1 A motion was made by Mrs. Siegel, seconded by Mr. Fell, to adjourn the meeting. The motion was approved by unanimous voice vote. Chairman Borgerding declared the meeting adjourned at 6:51 pm.

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DRAFT

**REQUEST FOR BOARD ACTION**  
**Park Board Meeting**  
**October 21, 2019**

**Subject:** Consideration and Discussion of a Village of Lincolnshire Parks and Paths Master Plan (Village of Lincolnshire)

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**Action Requested:** Consideration and Discussion

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**Originated By:** Bradford H. Woodbury, Public Works Director

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**Referred To:** Park Board

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**Summary / Background:** In 1978, the Village Park Board created its first "Master Planning document. This document outlined and detailed each of the Village's Parks which included detailed park descriptions, goals, partnership opportunities, land acquisitions and policy statements. Since the first plan, the Village has updated this plan during the following years:

- 1978 (creation of original plan)
- 1993
- 1994
- 2002
- 2004 (last update)

The intent of this plan should be to develop a detailed summary of each park, identify needs and improvements and update the Village's 10-Year Capital Improvement Plan as appropriate.

Staff would like the Park Board to review the DRAFT of this plan in order to develop a vision for each park and review this plan whether it be internally and/or formally each year prior to the Village Park Board tours. This will allow Staff time to update 10-Year Capital Improvement Plan based upon the Park Board's input each year. Staff believes that a good starting point to developing this vision would be to review the plan and provide input with regards to changes and recommendations prior to a referral to the Village Board.

**Budget Impact:** The budget impact would be determined once the Park Board and/or Village Board makes final recommendations on particular projects.

**Reports and Documents Attached:**

- 2019 Parks, Paths and Open Space Master Plan (DRAFT)

Meeting History	
Park Board	October 21, 2019

Village of Lincolnshire

# Parks & Paths Master Plan



2019

# Table of Contents

Letter to the Mayor and Board of Trustees.....	3
Master Plan Mission Statement.....	4
Goals Summary and Definitions.....	5
A. Goal: The Village shall provide responsible management, maintenance, preservation and protection of our parks, pathways, open spaces and appropriate rights-of-ways to protect, conserve and enhance their value to the community.....	6-7
B. Goal: The Village shall provide responsible management, maintenance of the Village’s pathways in an effort to provide connectivity, hiking and recreational opportunities to the community.....	7-9
C. Goal: The Village shall identify, utilize and preserve existing and future open space within Lincolnshire to provide hiking and recreational paths, thoroughfares and linkages.....	9-11
D. Goal: The Village shall promote the utilization of the Village waterway corridors for appropriate recreation.....	11-13
E. Goal: The Village shall promote volunteer participation to assist with operational needs such as bike path, natural areas and parks maintenance which could support or augment the goals and objectives of this plan.....	13-14
F. Goal: The Village is committed to updating its current 10-Year Capital Improvement Plan which shall prioritize all capital projects, including parks, pathways and open space, based on their need, desire and funding.....	14-16

October 23, 2019

To the Mayor, Board of Trustees:

The **Village of Lincolnshire Parks and Paths Master Plan** is provided as an update and replacement for the original Lincolnshire Park Board Master Plan. This Master Plan has been updated in such a way as to allow it to grow and change with the needs of the Village, while providing specific goals, objectives and policies as a framework for this growth and change, as outlined in the Mission Statement provided on the following page.

It is the intent of Village Staff to review and amend this Master Plan as necessary based on updated surveys, resident comments and determined needs. This Plan is intended to be a "living document," that reflects the Village of Lincolnshire's parks and pathway conditions and needs. Over time, circumstances will change, new opportunities will arise, and other opportunities will inevitably be foreclosed. This plan will need to be adjusted to reflect these new conditions.

Since this Plan was developed comprehensively, changes to the Plan should be considered in a similar comprehensive manner. The review and proposed changes will be made as recommendations to the Park Board and Mayor and Board of Trustees for their final approval.

Sincerely,

Bradford H. Woodbury



Public Works Director  
Village of Lincolnshire

# The Village of Lincolnshire Parks and Paths Master Plan

## **Mission Statement**

The Village of Lincolnshire has established a mission statement to outline the vision, goals and objectives of the community with reference to parks, open space and paths throughout the Village. The following mission statement was formally recommended by the Park Board to the Village Board and approved.

*The Village of Lincolnshire is committed to providing safe, attractive and accessible parks and paths which fulfill the needs of all age groups within the community.*

# The Village of Lincolnshire Parks and Paths Master Plan

## Goals Summary

- A. The Village shall provide responsible management, maintenance, preservation and protection of our parks, pathways, open spaces and appropriate rights-of-ways to protect, conserve and enhance their value to the community.
- B. The Village shall provide responsible management, maintenance of the Village's pathways in an effort to provide connectivity, hiking and recreational opportunities to the community.
- C. The Village shall identify, utilize and preserve existing and future open space within Lincolnshire to provide hiking and recreational paths, thoroughfares and linkages.
- D. The Village shall promote the utilization of the Village waterway corridors for appropriate recreation.
- E. The Village shall promote volunteer participation to assist with operational needs such as bike path, natural areas and parks maintenance which could support or augment the goals and objectives of this plan
- F. The Village is committed to updating its current 10-Year Capital Improvement Plan which shall prioritize all capital projects, including parks, pathways, and open space, based on their need, desire and funding in accordance with this plan.

## Goals, Objectives and Policies

### Definitions

**Goals:** Describe a general course of action to support the Mission Statement.

**Objectives:** Describe the framework for the accomplishment of a goal.

**Policies:** Outline specific steps to accomplish the goals and objectives

# The Village of Lincolnshire Parks and Paths Master Plan

## Goals, Objectives and Policies of the Park Board

**Goal A:** The Village shall provide responsible management, maintenance, preservation and protection of our parks, pathways, open spaces and appropriate rights-of-ways to protect, conserve and enhance their value to the community.

The Village recognizes the importance of establishing standards for public property throughout the Village to ensure their long term value.

**Objective:** DEVELOP a long term management, maintenance, preservation and protection plan aimed at maintaining the Village's parks, pathways, open spaces and appropriate rights-of-ways.

**Policy:** IDENTIFY the parks, pathways, open spaces and appropriate rights-of-ways (public property) for which the Village is responsible.

EVALUATE each public property to determine what type of management, maintenance, preservation and/or protection is required.

REVIEW forest inventories, general and specific management plans for the parks, pathways, open spaces and appropriate rights-of-ways to determine if the Village is meeting the needs of these properties, utilizing the most current professional guidelines and information available.

DEVELOP new and update existing plans based on the best management practices available.

PREPARE a budget with cost effective strategies for the long term care of these properties.

This budget shall include funds to:

- Ensure the Village has the adequate staff, training and tools to perform the necessary tasks required in order to maintain the highest possible standards to properly manage the Village public properties.

IMPLEMENT a plan to address each property appropriately, based on budget limitations, to provide for the long term care of these properties.

**Goal B:**     **The Village shall provide responsible management, maintenance of the Village’s pathways in an effort to provide connectivity, hiking and recreational opportunities to the community.**

One of their highest priorities of the Parks and Paths Master Plan is pedestrian and bicycle links throughout the Village. These links provide important connections between neighborhoods, parks, other communities, the county and the forest preserve.

The Village’s path system shall provide pedestrian and bicyclist access to major areas of the community and connections to other communities and paths. The continued development of the Village’s path system shall provide improved access to parks, libraries and local schools.

**Objective:**    PROVIDE pedestrian and bicycle access to all major areas of our community.

The Village has three major arterial roads which segment the community:

- Milwaukee Avenue
- Route 22 (Half Day Road)
- Riverwoods Road

These roads dissect the community and carry heavy amounts of traffic. As areas of the Village, and surrounding areas, are developed there will be increased demand for pedestrian and bicycle access to these areas.

**Policy:**       EVALUATE existing pathways and determine where additional pathways are needed.

IDENTIFY existing pathways and areas inside and outside the community where residents have expressed an interest to go. Determine what additional paths may be required to meet the needs of the community.

PRIORITIZE areas where significant resident interest and/or need is shown for construction of new pathways.

The FIRST pathway priority for the Village shall be to provide, at a minimum, pathways along the main thoroughfares from border to border of the Village. With the construction of these pathways, access to ancillary destinations can more easily be achieved.

These would be prioritized as listed below:

- North/South along Riverwoods Road
- East/West along Route 22 (Half Day Road)
- (Including Olde Half Day Road)
- North/South along Milwaukee Avenue

The SECOND priority shall be to provide neighborhood connectors pathways. These are particularly important for streets which have dead-ends. Neighborhood connector paths provide opportunities for residents to access the major pathways and thereby avoid more heavily trafficked areas.

The THIRD priority shall be to provide pedestrian/bicycle access to each of the Village's parks. These parks are as follows:

- Balzer Park
- Bicentennial Park
- Creekside Park
- Florsheim Park and Nature Preserve
- Memorial Park
- North Park
- Old Mill Park
- Rivershire Park
- Spring Lake Park
- Trailhead Park
- Whytegate Park

OTHER priority Areas to be considered shall include:

- Schools
- Libraries
- Forest Preserves
- Restaurants
- Movie Theaters

The Village shall carefully evaluate each thoroughfare to determine where limitations exist. As such, Village Staff will be responsible for meeting the following initiatives:

- The Village shall review existing pathways and desired connections. Areas of high priority shall be placed first on the schedule. However, it is possible that a parcel of land shall come up for sale and development which may require consideration of a path prior to when it is listed as a priority.

- The Village shall require that anyone, developing a property in the Village, contiguous to a proposed path location, provide an easement and construct a path in a manner consistent with the construction and installation of the other paths in the Village.
- The Village shall investigate and utilize all possible sources to facilitate the construction of new paths. This would include developer contribution, funding opportunities, donations, etc.
- Where possible, construction of a path shall be completed on Village owned property or on property where the Village has an easement. In situations where there is not room for path placement on a Village property or easement (due to an existing structure or other obstruction), then the Village shall look to the county or state for an easement.
- The Village shall include funding as appropriate in its 10-Year Capital Budget annual to meet the goals of the Parks and Paths Master Plan.

**Goal C: The Village shall identify, utilize and preserve existing and future open space within Lincolnshire to provide hiking and recreational paths, thoroughfares and linkages.**

Residential pedestrian and bicycle links throughout the Village is a high priority. These links provide important connections between neighborhoods, parks, other communities, the county and the forest preserve.

**Objective:** PROVIDE pedestrian and bicycle access to all major areas of our community.

The Village has three major arterial roads which segment the community:

- Milwaukee Avenue (Rt. 21)
- Half Day Road (Rt. 22)
- Riverwoods Road

These roads dissect the community and carry tremendous amounts of traffic. As areas of the Village, and surrounding areas, are developed, there will be increased demand for pedestrian and bicycle access to these areas. Specifically, children wishing to go to the parks, schools or businesses need to have a safe accessible system to move throughout the community.

**Policy:** IDENTIFY existing pathways and areas inside and outside the community where residents have expressed an interest to go. Determine what additional paths may be required to meet the needs of the community.

PRIORITIZE areas where significant resident interest is shown for construction of a pathway.

The FIRST pathway priority for the Village shall be to provide, at a minimum, pathways along the main thoroughfares from border to border of the Village. With the construction of these pathways, access to ancillary destinations can more easily be achieved. These would be prioritized as listed below:

- North/South along Riverwoods Road
- East/West along Route 22 (Half Day Road)  
(Including Olde Half Day Road)
- North/South along Milwaukee Avenue

The SECOND pathway priority for the Village shall provide neighborhood connectors. These are particularly important for streets which have dead-ends. Neighborhood connectors shall be maintained regularly to provide opportunities for residents to access the major pathways and thereby avoid more heavily trafficked areas.

The THIRD pathway priority for the Village shall provide pedestrian/bicycle access to each of the Village's parks.

EVALUATE existing pathways and where additional pathways are needed. Multiple driveways, heavy traffic, property which has been developed leaving no room for placement of a path. These are all factors which could prohibit completion of a path in a specific area. The Village shall carefully evaluate each thoroughfare to determine where limitations exist.

The Village shall require that anyone, developing a property in the Village, contiguous to a proposed path location, provide an easement and construct a path in a manner consistent with the construction and installation of the other paths in the Village.

Where possible, construction of a path shall be completed on Village owned property or on property where the Village has an easement. In situations where there is not room for path placement on a Village property or easement (due to an existing structure or other obstruction), then the Village shall look to the county or state for an easement.

**Goal D: The Village shall promote the utilization of the Village waterway corridors for appropriate recreation.**

The Village recognizes there are many benefits and opportunities associated with its waterway corridors. The Village shall promote utilization of these waterways and surrounding natural areas while recognizing their unique natural character and protecting the watershed.

**Objective:** PROVIDE appropriate recreational opportunities to the community along the Village waterways.

IDENTIFY the waterways throughout the community and ways in which these waterways can provide appropriate recreational opportunities.

Following are the rivers or creeks located in the Village:

- The Des Plaines River
- Lincolnshire Creek
- Indian Creek
- The West Fork of the North Branch of the Chicago River

Each waterway has its own unique qualities. Each shall be considered individually as to its potential for recreational opportunities.

The **Des Plaines River** is recognized as part of the Illinois Regional Water Trail. This waterway provides opportunities for non-motorized boating, fishing, birding or nature watching. The **Des Plaines River Trail** is part of the Lake County Forest Preserve trail system. This trail provides opportunities for hiking, biking, and horseback riding.

**Lincolnshire Creek** feeds into the Des Plaines River. While the creek runs through much of the community, only a small portion is on public property. Fishing, birding, nature watching or hiking along the creek is possible on the public portion.

**Indian Creek**, through the Village, is a smaller creek which can provide fishing, bird or nature watching. Portions of the creek are surrounded by a golf course, offices and parking lots.

The **West Fork of the North Branch of the Chicago River**, in Lincolnshire, is not large enough to support any type of boating. Fishing is not allowed as this river is located in a dedicated Illinois Nature Preserve. However, birding, nature watching, hiking and cross country skiing are some possible activities along this waterway in the Village.

PRIORITIZE recreational opportunities along the waterways and the level to which public access is encouraged and needed.

The Village shall provide public access to the waterways or adjacent greenways through the following means:

Pedestrian paths which may or may not be restricted in their level of access, or points of access, depending upon the unique qualities of the waterway.

- Access points for non-motorized boating.
- Picnicking where appropriate.
- Sitting areas
- Fishing

EVALUATE each waterway, the type of recreational activity appropriate, its ability to support recreational activities and the care needed to make it a healthy viable system.

Each waterway or adjacent greenway has features which limit the level of appropriate recreational activity. The Village waterways can provide for appropriate recreation although significant improvements need to be made to each. Appropriate recreational opportunities would include bird or wildlife watching, walking or hiking, cross country skiing and sitting.

**Des Plaines River** provides the greatest number of recreational opportunities. In addition to the opportunities listed above, this waterway is part of the regional water trail system and provides for non-motorized boating throughout most of the year. Fishing is also available.

**Lincolnshire Creek** provides limited recreational opportunities because of the small portion which is available to the public. While non-motorized boating is possible, when reached from the Des Plaines River, it would not be significant because of its length and relatively low water level throughout most of the year. Fishing is available.

**Indian Creek** provides limited recreational opportunities because of its water level throughout most of the Village. However, fishing is available in limited locations.

The **Chicago River** does not provide for recreational opportunities because of the water level in our area is too low and the area is protected as part of the North Park Illinois Nature Preserve.

Because each waterway is unique each will have significant needs. In order to provide a quality recreational experience, the health of the waterway and surrounding watershed is important

IMPLEMENT the recreation and management plan for each waterway.

- Allocate funds from the General Fund for capital improvements and operational needs.
- Hire necessary personnel to support the management and recreational plans.

- Encourage volunteer support for recreational events, restoration work days, etc.
- Participate in watershed events.

**Goal E:** **The Village shall promote volunteer participation to assist with operational needs such as bike path, natural areas and parks maintenance which could support or augment the goals and objectives of this plan.**

**Objective:** PROVIDE a plan to increase and promote volunteer participation in the Village to assist with parks, pathways or natural area management, etc.

**Policy:** IDENTIFY Village needs where volunteer support could provide assistance or a benefit.

- Review current and future recreational programming needs and evaluate where and when volunteers could provide support for those needs.
- Review current/future park and natural area needs and evaluate where and when volunteers could provide support for those needs.

PRIORITIZE needs requiring volunteer assistance.

DEVELOP a plan that could promote volunteer participation in meeting those needs.

This plan could include but not be limited to the following:

- Publicizing volunteer needs and projects utilizing Village resources such as website, e-news, newsletter and social media.
- Promoting volunteer opportunities and providing information describing these opportunities at Village events.
- Assign specific jobs to specific individuals for specific periods of time.
- Providing opportunities for individuals or groups to be trained to perform specific tasks.
- Tracking volunteer hours, projects and activities accomplished to verify volunteer hours.

- Making a point to thank volunteers either by letter, email or recognition at a public meeting such as a Park Board or Village Board Meeting.

ENSURE proper funds are included in the operating budget to provide assistance with the implementation of volunteer efforts as needed.

EVALUATE volunteer support, retention, effectiveness of volunteers and areas where the plan could be improved.

**Goal F: The Village is committed to updating its current 10-Year Capital Improvement Plan which shall prioritize all capital projects, including parks, pathways, open space based on their need, desire and funding.**

The only source of revenue specifically directed toward parks is the residential development contribution by way of the Parks Development Fund. The cost of maintaining and developing the parks and open space is currently supplemented by the General Fund. The available land for future residential development is limited. As a result, the Village should plan to set in place long term funding strategies.

**Objective:** The Village shall continue to require a land and/or cash donation from residential developers for each home constructed. (in accordance with Village Code, Title 7-7, Park Donations)

**Policy:** IDENTIFY the annual residential contribution amount at the time of budget preparation. Periodically review the contribution formula to determine whether the formula is consistent with current market value.

In addition, determine if additional sources are required as defined below:

- Taxes for acquisition and development
- Partnership opportunities with other organizations or businesses
- Grants and funding opportunities through public and private sources.

PRIORITIZE projects to provide for development of the Parks and Paths Master Plan.

- When prioritizing projects, short and long term maintenance and labor needs shall be considered for existing facilities and sites.
- Care shall be taken when prioritizing development projects with

consideration given to the long term costs associated with such development, i.e. maintenance, equipment and labor needs.

- Care shall be taken in consideration and prioritization of acquisition of natural areas for future potential park development as needed.

EVALUATE Village short and long term needs with reference to acquisition, development, redevelopment, protection and maintenance of parks, open space and pathways.

- The Village shall utilize resident input in determining the short and long term needs of the Village. This input should be solicited through the administration of surveys as needed.

IDENTIFY Sources of funding including, partnerships, grants, donations, taxes, etc.

- Existing facilities shall be well maintained and continue to meet the needs of the community.
- Parks which require renovation or repair shall be put on a cycle of review and repair with each park receiving regular maintenance and attention as needed. Long term financial planning for these repairs or redevelopment shall be included in the 10-Year Capital budget.
- Playground and park facilities shall be placed on a regular rotation for replacement. This rotation shall be on an eight (8) year basis.

Village of Lincolnshire

# Parks Information

# **BALZER PARK**

**Location:** 30 Windsor Drive, Lincolnshire, IL 60069

**Designation:** Community Park

**Size:** 9 Acres

**Description:** Balzer Park is a beautiful little park situated in the southeast quadrant of the Village. The Park was named after the first Mayor of Lincolnshire - Fred Balzer. There is something for everyone in this park.

**Park Amenities:** Basketball Courts, Tennis Courts, Playground Area, Picnic Area, Drinking Fountain, Bike Rack, Nature Trail



## **SUGGESTED PARK IMPROVEMENTS**

### **Immediate Need**

None

### **(1-5 Years)**

2022 – Parking Lot Resurface - \$18,000.00

### **(5-10 Years)**

2027 – Natural Areas Site Improvements (Engineering) - \$20,000.00

2027 – Natural Areas Site Improvements (Construction) - \$100,000.00

## **BICENTENNIAL PARK**

**Location:** 45 Fox Trail, Lincolnshire, IL 60069

**Designation:** Neighborhood Park

**Size:** 3 Acres

**Description:** Bicentennial Park is a small "pocket" park situated behind the homes on Fox Trail. There are three entrances to the Park but you have to really look to find two of them. The park is a wonderful quiet place to take your family or a great place to just sit and read.

**Park Amenities:** Playground Area, Picnic Area, Drinking Fountain, Little Free Library Sitting Area



## **SUGGESTED PARK IMPROVEMENTS**

### **Immediate Need**

None

### **(1-5 Years)**

2022 – Playground Upgrades - \$55,000.00

### **(5-10 Years)**

None

DRAFT

## **CREEKSIDE PARK**

**Location:** 445 Milwaukee Avenue, Lincolnshire, IL 60069

**Designation:** Pocket Park

**Size:** 1/2 Acre

**Description:** This Lincolnshire "Pocket Park" is a small "passive" park situated behind the 475 Milwaukee Avenue property and the private subdivision homes of South Village Green. There are two entrances to the Park as you can access it from both Milwaukee Avenue and Half Day Road. The park is approximately ½ an acre in size and a wonderful quiet place to take your family or a great place to just sit and read.

**Park Amenities:** Small Playground Area, Drinking Fountain, Bike Rack, Sitting Areas



## **SUGGESTED PARK IMPROVEMENTS**

### **Immediate Need**

None

### **(1-5 Years)**

None

### **(5-10 Years)**

2028 – Various Park Improvements - \$20,000.00

2029 – Bridge Refurbishment - \$55,000.00

## **FLORSHEIM PARK AND NATURE PRESERVE**

**Location:** 2 Farrington Court, Lincolnshire, IL 60069

**Designation:** Open Lands Park

**Size:** 40 Acres

**Description:** Florsheim Nature Preserve is a 40 acre parcel of land which was donated to the Village by Harold and Sarabel Florsheim in 1985. In 2003, an additional 32 acres was donated which comprises the Old Mill Woods addition of Florsheim Nature Preserve. An important component of the Nature Preserves is the unique and rare ecosystems which exist there. A path system has been installed throughout the site. Access points for the paths are located at North Park, Florsheim and Old Mill Woods.

**Park Amenities:** ADA Accessible Path and Trail System



## SUGGESTED PARK IMPROVEMENTS

### **Immediate Need**

None

### **(1-5 Years)**

None

### **(5-10 Years)**

None

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## **MEMORIAL PARK**

**Location:** 47 Half Day Road, Lincolnshire, IL 60069

**Designation:** Passive Park

**Size:** 2 Acres

**Description:** Memorial Park is located at the intersection of Route 22 and Riverwoods Road. This 2 acre park is a passive space of beautiful gardens. This park is a great place to stop and rest if taking a long bike ride or hike. The gardens surround the park and provide a wonderful opportunity to view a wide variety of trees and perennials.

**Park Amenities:** Small Picnic Area, Drinking Fountain, Gazebo/Pavilion, Sitting Areas



## **SUGGESTED PARK IMPROVEMENTS**

### **Immediate Need**

None

### **(1-5 Years)**

None

### **(5-10 Years)**

2027 – Gazebo Replacement - \$35,000.00

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# **NORTH PARK**

**Location:** 1025 Riverwoods Road, Lincolnshire, IL 60069

**Designation:** Athletic Facility

**Size:** 65 Acres

**Description:** North Park is the Village's premier athletic facility. This park is 65 acres and includes 27.5 acres of sports fields and 37.5 acres of Natural Areas. The park has received national and regional awards for its design, field construction, landscaping and conservation. Thousands of athletic events are held here annually. This park is an excellent destination for family gatherings because of its wide variety of amenities.

**Park Amenities:** Baseball Fields, Basketball Courts, Soccer Fields, Ice Skating, Playground Area, Picnic Areas, Restrooms, Warming Shelter, Drinking Fountains, Bike Racks, Nature Trails



## **SUGGESTED PARK IMPROVEMENTS**

### **Immediate Need**

**Athletic Court Resurfacing** – The former tennis court area at North Park is in need of an amenity to replace the original tennis court. The top requested items per previous Village surveys are paddle tennis, pickleball and a splash pad. Village Staff has also suggested installing batting cages in the area as a possibility. Staff is going to poll the attendees at the 2019 Boo Bash event to gauge what residents want to see in the area and will plan to bring those results back to the Park Board and/or Village Board. More information can be found under the “Additional items for Consideration portion of this plan.

**Parking Lot Resurfacing** – This was a project that has been deferred from 2019 to 2020.

### **(1-5 Years)**

2020 – Parking Lot Resurfacing - \$150,000.00  
2020 – Lighting Upgrades - \$100,000.00  
2021 – Boardwalk Replacement (Phase I) - \$35,000.00  
2021 – Dug-Out/Park Bench Replacements - \$60,000.00  
2021 – Picnic Area Tent Replacement - \$15,000.00  
2022 – Boardwalk Replacement (Phase II) - \$37,000.00  
2022 – Playground Upgrades - \$60,000.00  
2022 – Foul Ball Netting Replacement - \$20,000.00  
2022 – Roof Replacements - \$200,000.00  
2022 – Electrical Upgrades - \$100,000.00  
2022 – Hardscape Repairs - \$25,000.00  
2023 – Concession Building Improvements - \$75,000.00  
2023 – Boardwalk Replacement (Phase III) - \$30,000.00  
2024 – Boardwalk Replacement (Phase IV) - \$30,000.00

**(5-10 Years)**

2025 – HVAC Replacements - \$35,000.00

2025 – Athletic Field Lighting Upgrades - \$250,000.00

2026 – Basketball Court Resurfacing - \$65,000.00

2026 – Exterior Fence Replacement - \$110,000.00

2028 – Athletic Field Light Replacements - \$70,000.00

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# **OLDE MILL PARK**

**Location:** 100 Fallstone Drive, Lincolnshire, IL 60069

**Designation:** Neighborhood Park

**Size:** 4 Acres

**Description:** Old Mill Park is located off of Route 22 and Old Mill Road. The four acre park is sandwiched behind the homes on Fallstone Drive and Route 22. The east west pedestrian path passes through the park. There are large open areas for free play in addition to a number of park amenities.

**Park Amenities:** Baseball Field, Soccer Field, Volleyball Court, Playground Area, Picnic Area, Drinking Fountain, Frisbee Golf, Bocce Ball Court



## **SUGGESTED PARK IMPROVEMENTS**

### **Immediate Need**

### **(1-5 Years)**

2022 – Parking Lot Resurfacing - \$17,000.00

2024 – Playground Upgrades - \$75,000.00

### **(5-10 Years)**

2028 – Fence Replacement (along Rt. 22 South end of Park) - \$50,000.00

## **RIVERSHIRE PARK**

**Location:** 45 Londonderry Lane, Lincolnshire, IL 60069

**Designation:** Open Lands Park

**Size:** 15 Acres

**Description:** This 15 acre natural area sits on the east bank of the Des Plaines River. In 1997 the Village began extensive restoration of the floodplain forest, wet meadow and peninsula along Lincolnshire Creek. Much of the work was accomplished with volunteer labor. Bird feeders and houses have been placed throughout the site to encourage a broad diversity of birds and other wildlife. Use of this park is restricted to walking trails and canoeing.

**Park Amenities:** Picnic Area, Canoe Launch, Natural Area Trail System



## **SUGGESTED PARK IMPROVEMENTS**

### **Immediate Need**

**Rivershire Park Site Improvements** – As a result of the Rivershire Nature Center Building Demolition, Staff is asking Park Board input on changes and improvements to the Rivershire Park site located at 45 Londonderry Lane. Staff advises changes to the walking paths and maintenance areas to better define the site. More information can be found under the “Additional items for Consideration” portion of this plan.

### **(1-5 Years)**

2020 – Fence Replacement - \$25,000.00  
2020 – Bridge Refurbishment - \$30,000.00  
2021 – Site Improvements - \$160,000.00

### **(5-10 Years)**

None

# **SPRING LAKE PARK**

**Location:** 49 Oxford Drive, Lincolnshire, IL 60069

**Designation:** Community Park

**Size:** 8 Acres

**Description:** Spring Lake Park is the "heart of Lincolnshire". This park was the first Village Park and has been the site for the annual 4th of July celebration for more than 50 years. The Park is located adjacent to the Des Plaines River and provides a wide assortment of recreational opportunities.

**Park Amenities:** Picnic Areas, Swimming Beach, Basketball Court, Playground, Baseball Field, Drinking Fountain, Restrooms, Tennis Court.



## **SUGGESTED PARK IMPROVEMENTS**

### **Immediate Need**

None

### **(1-5 Years)**

2022 – Tennis Court Color Coating - \$12,000.00

2023 – Water Toy Replacement - \$24,000.00

2023 – Parking Lot Light Replacement - \$40,000.00

2023 – Playground Upgrades - \$80,000.00

2024 – Parking Lot Resurfacing - \$55,000.00

### **(5-10 Years)**

2029 – Bridge Replacements - \$225,000.00

## **TRAILHEAD PARK**

**Location:** 101 Riverside Road, Lincolnshire, IL 60069

**Designation:** Passive Park

**Size:** 1/2 Acre

**Description:** Trailhead Park is a small "passive" park located at 101 Riverside Road. The park is approximately ½ an acre in size and hosts a small gazebo to sit with your family.

**Park Amenities:** Bike Rack, Drinking Fountain, Gazebo



## SUGGESTED PARK IMPROVEMENTS

### **Immediate Need**

None

### **(1-5 Years)**

None

### **(5-10 Years)**

2028 – Various Park Improvements - \$20,000.00

## **WHYTEGATE PARK**

**Location:** 299 Whytegate Court, Lincolnshire, IL 60069

**Designation:** Neighborhood Park

**Size:** 4 Acres

**Description:** Whytegate Park is located in the northeast quadrant of the Village. The Park is approximately four acres in size and provides a wide variety of amenities for all ages.

**Park Amenities:** Tennis Courts, Basketball Court, Drinking Fountain, Gazebo, Perennial Garden, Picnic Areas, Small Workout Course



## **SUGGESTED PARK IMPROVEMENTS**

### **Immediate Need**

**Basketball/Tennis Court Resurfacing** – While this project was originally scheduled for 2023, there is an immediate need to execute on this project as soon as possible due to the fact that the south end basketball pole is beginning to heave from the court and is leaning badly. Staff recommends executing on this project in 2020 and marrying it with the resurfacing of the tennis court resurfacing project to obtain a better price.

### **(1-5 Years)**

2020 – Whytegate Fence Removal - \$10,000.00  
2020 – Tennis Court Resurfacing - \$80,000.00  
2020 – Playground/Workout Area Upgrades - \$125,000.00  
2021 – Electrical Upgrades - \$40,000.00  
2023 – Basketball Court Resurface - \$45,000.00

### **(5-10 Years)**

2027 – Whytegate Park Fence Replacement - \$150,000.00  
2028 – Archway/Gazebo Replacement - \$75,000.00

Village of Lincolnshire

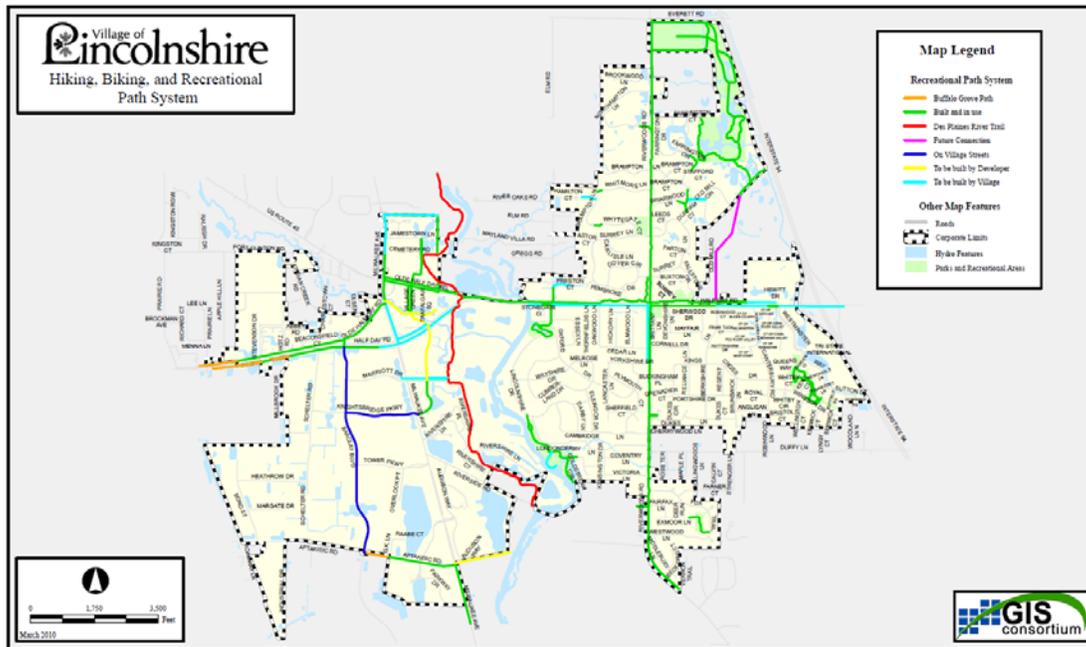
# Paths Information

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It is the intent of the Village to provide a safe and fully connected pedestrian and bike path system throughout the corporate limits of the Village. The Public Works Department has been charged with maintaining a safe and user- friendly path system.

Routine maintenance on a year-round basis will not only improve path and trail safety, but will also prolong the life of the paths. Proper maintenance procedures can be an effective deterrent to vandalism, litter and encroachments.

It is the Village's intent to provide a comprehensive path system that can be enjoyed by all age groups year round.



The Public Works staff will be making every effort to follow through with this maintenance plan as outlined:

## GOALS FOR BIKE PATH MAINTENANCE

The following goals are listed in order of priority and their importance to maintaining the Bike Path System. Implementation of the recommendations will be carried out with this priority preference in mind.

### Goal 1: Provide a Safe Trail for All Users

The purpose of this goal is to make sure that the Village's Bike Path System is safe for all path users. The path system is a multi-purpose pathway. The mix of path users primarily includes walkers, joggers, bicyclists, dog walkers, and some skaters. While the vast majority of trail users are bicyclists, the primary goal of the maintenance policy is to maintain a safe trail for all users.

Important considerations in meeting this goal include:

- Maintaining a safe trail surface
- Maintaining clearances at roadway intersections
- Improving roadway crossings
- Minimizing the Village's liability in providing this facility
- Maintaining a path buffer area
- Improving safety through signage and public education
- Developing a safety watch program by path users

### **Goal 2: Accommodate Multiple Uses and Users along the Path System**

The purpose of this goal is to ensure that the path system serves the multiple uses and users it has had over its history. In addition to the various users named above, the path system serves as a safe corridor, a utility corridor and means of transportation for commuters and school children.

Important considerations in meeting this goal include:

- Providing sufficient path width
- Providing signage educating path users on multiple uses and users
- Maintaining the path right-of-way for utility purposes
- Promoting use for transportation purposes

### **Goal 3: Provide a Pleasing Path Experience**

The purpose of this goal is to make sure that users enjoy the path system. The goal recognizes the attraction of the paths as a way to experience a more naturalistic environment and provide connections to unique natural areas in adjacent forest preserves and local parks.

Important considerations in meeting this goal include:

- Maintaining a clean, well-kept and comfortable path (litter-free, vandalism-free, with rest stops and amenities)
- Maintaining a mix of streetscapes that provide color and variety
- Encouraging stewardship efforts to increase clean-up, planting and beautification projects

## **Goal 4: Protect and Enhance the Natural Environment**

The purpose of this goal is to recognize, protect and promote the function of the path system as a greenway corridor. This includes providing ways to improve wildlife habitat and the biodiversity of plant species. While not the primary purpose of the path system, this goal is intended to recognize the role the path system has in improving the natural environment. At the same time, efforts to achieve this goal need to include a public education component that informs path users of work activities and management projects designed to meet this end and ensures that the Village is a good neighbor to surrounding property owners.

Important considerations in this effort include:

- Removing diseased trees and shrubs that may be hazardous or infect other plants
- Maintaining a naturalistic look and prairie, wetland, and woodland remnants where possible along the path system
- Removing species of European Buckthorn (an invasive species listed as an Illinois Exotic Weed that restricts biodiversity) and similarly invasive species in selected areas where impact on residential areas is minimal
- Targeting areas for expanded vegetation management (for example, removing invasive non-native species to allow room for native species to grow) where impact on residential areas is minimal
- Implementing recommendations in a cost-effective manner

## **RECOMMENDATIONS TO ACHIEVE MAINTENANCE GOALS**

Since the recommendations often work towards achieving more than one goal, the recommendations have been grouped by topic area. The four topic areas are listed in order of priority so as to best achieve the highest priority goals. All recommendations are expected to be implemented in a cost-effective manner if funding is available and in ways that protect the Village from liability exposure. In addition, it is recognized that implementation of the recommendations requires some flexibility in interpretation by Village staff who are undertaking this work and as such, the recommendations provide general guidelines for implementation.

### **Trail Maintenance and Vegetation Clearing**

- Maintain a safe surface for path users including a sufficient and uniform width and proper drainage. The path width will be maintained at the current 10' standard.
- Maintain a litter-free and vandalism-free path
- Request support from path communities in adding recyclable collection containers along the system in appropriate areas

- Remove diseased trees to eliminate hazards and keep disease from spreading to other vegetation
- Maintain a path buffer zone along the trail edges of 3' to a maximum of 6' to allow an area for trail users to run off if there are conflicts (pedestrians, bicyclists) and allow room for people to stop if they need to for repairs, etc. The width of the buffer zone will vary depending on existing conditions along the trail (slope of shoulder, drainage ways) and existing mature healthy trees in the buffer zone. The width of the trail buffer zone at any specific location will be based on the judgment of the Village maintenance staff but will not exceed a maximum of 6'.

The trail buffer zone will be a mowed side path in areas where this improvement is feasible. The trail buffer zone will be mowed monthly but will include larger, signature healthy trees that will be trimmed only. Monthly mowing provides a buffer area adequate for public safety (clear sight lines along the trail edges). Limitations in Village mowing equipment also does not make it feasible to reduce the width of the buffer area beyond the recommended 3' to 6' width.

Dead and hazardous trees will be removed from the path buffer zone. Trees will be allowed to grow over the path system to create a tree canopy but will be trimmed to a height of 12 feet above the ground in order to allow maintenance vehicles to access the pathway and resurface the system, emergency vehicles to reach trail users when necessary, utility vehicles to access the system to repair storm damage..

- Maintain a tree protection zone of 6 feet in width adjacent to the trail buffer zone.

Maintenance in this area will include trimming of trees, tree branches and shrubs that are or will grow over the trail, are or will be within 12 feet above the ground, or will grow into the trail buffer area within in the next two years. A 6' width was recommended because of the annual rate of growth of trees and large shrubs found along the trails make this trimming width necessary to ensure safe passage on the trail. Trees in the tree protection zone will be allowed to grow over the trail system to create a tree canopy but will be trimmed to a height of 12 feet above the ground in order to allow maintenance vehicles to access the pathway and resurface the system, emergency vehicles to reach path users when necessary, utility vehicles to access the system to repair storm damage, and bicyclists to have safe clearance on the paths. Trees that are considered hazardous will be removed but all other trees, including dead or fallen trees, will remain and will be trimmed only as needed for safety of the trail users. Shrubs and brush will remain except in those areas targeted for Buckthorn or other invasive species removal.

- Maintain the trail right-of-way so that it is free from hazardous or diseased trees. Dead or fallen trees will remain and will be trimmed only as needed for the safety of the path users. Shrubs and brush will remain except in those areas targeted for European Buckthorn or other invasive species removal.
- Recognize that multi-purpose use of the path system includes drainage and utility purposes
- Provide a regular inspection program for trail bridges to make sure bridges are safe and can adequately handle trail traffic more notably bicyclists.

- Maintain close communication with utility companies on upcoming maintenance work and inform path users of planned maintenance activities by utility companies
- Encourage reporting of maintenance problems by path users to appropriate agencies and remedy problems within a reasonable time
- Mark culvert crossings within the trail buffer where bicyclists frequently use the system

### **Roadway Crossing Safety**

- Provide additional and aggressive clearing at roadway intersections to maintain safe sight lines for both motorists and trail users and ensure that traffic control signage is visible.
- Consider crossing improvements at major roadways.
- During construction projects, provide signage about construction alternative routes and detours marked with appropriate signage if feasible

### **Signage and Public Education**

- Maintain signage educating users on multi-use path rules (e.g., yielding.) and safety
- Add signage identifying path and site locations and adjacent facilities (e.g., mile markers, municipal boundaries, trail parking locations, local parks, etc.)
- Promote use of the path system for commuters and school children.
- Develop a resident safety watch program
- Install signage to inform the public about vegetation removal and control efforts (e.g., “Be Back Soon” signage including posting plan details and website addresses for more information)

### **Habitat and Screening Improvements**

- Preserve a naturalistic look to the path system providing a variety of viewsapes by maintaining vegetation that is colorful and variegated, screens adjacent land uses, provides wildlife habitat, and contains prairie, wetland and woodland remnants.
- Encourage volunteer efforts to provide for vegetation and tree replacement and replanting from a recommended plant list for replacement plantings that will have structure and form compatible with surrounding area needs
- Identify target areas where removal of European Buckthorn and other similarly invasive species like Garlic Mustard can be undertaken with little impact on residential areas
- Maintain a positive working relationship with Utility Companies and work with them to survey areas for appropriate tree removal and replacement and explore options for vegetation management agreements

- Explore establishing a cost-share program for screening non-residential areas from path view including information on grant programs and funding sources that could help private landowners install plantings
- Develop partnerships and encourage donations for beautification and trail improvements bearing in mind the need to follow the recommended plant list for plantings, spatially sequence new plantings, factor in plant loss when estimating the number of plantings needed, and varying the type of plants for increased biodiversity and interest.
- Identify areas along the trail system with quality native plants
- Encourage private property owners along the trail system to extend natural areas onto their private property through increased public education and distribution of informational materials to assist property owners with such efforts
- Working with community groups and volunteers, create an environmental education program to involve citizens in more meaningful ways in prairie restoration activities, public service opportunities, and environmental education

### **BIKE AND PEDESTRIAN PATHS**

The Village comprehensive plan outlines a complete bike or pedestrian path system that traverses the Village – east to west and north to south. This system provides for easy pedestrian or bicycle access throughout the community, to neighborhood connector paths, adjoining community paths and regional trail systems.

There are approximately 115,162 linear feet of bike or pedestrian path in the Village.

Maintenance of open space along path surfaces is site specific. The objective is to keep the paths surface in good condition, free of debris, unobstructed and safe for public access. Because the adjoining open space is typically shared with private property owners, screening is a concern, often prohibiting removal of low quality non-native woody plants. These areas are often narrow, highly disturbed and low quality. This open space is considered to be low maintenance and is not maintained for native biological health or formal appeal.

### **NEIGHBORHOOD CONNECTOR PATHS**

The Village has a system of neighborhood connector paths. These paths allow residents to walk or bicycle from one Village street to the next without using regional roads. These connectors are typically at the end of cul-de-sacs.

There are approximately 3,815 linear feet of connector paths in the Village.

Maintenance of neighborhood connector paths is similar to bike or pedestrian paths and also site specific. The objective is to keep the paths surface in good condition, free of debris, unobstructed and safe for public access. Because the adjoining open space is typically shared with private property owners, screening is a concern, often prohibiting removal of low quality non-native woody plants. These areas are often narrow, highly disturbed and low quality. This open space is considered to be low maintenance and is not maintained for native biological

health or formal appeal, i.e., after snow events, these paths are the last to be plowed.

## **WINTER BIKE PATH MAINTENANCE**

The goal of the Lincolnshire Public Works department over the winter season is to provide an open trail system in as timely a manner as possible. Ultimately, it is the Village's goal is to provide a plowed path as soon as possible. The primary focus is the North-South path along Riverwoods Road and East-West along Half Day Road due to schools and joggers/walkers.

### **Snow Removal Policy**

- It is the Villages policy to provide snow removal to paths identified as critical transportation corridors for safe travel to schools and commerce areas within 48 Hours after roadway snow removal operations are completed.
- Other connector paths and neighborhood paths will be addressed within 72 hours after roadway snow removal operations are complete
- It is not the Village's policy to plow internal paths located within Village Parks.
- It should be noted the Village does not apply salt to Village pathways.
- During the winter season, pedestrians should use the path at their own risk.

### **Capital Improvement**

The importance of maintaining bicycle and pedestrian safety and enjoyment through a proactive path maintenance plan cannot be understated. Therefore, a bike path maintenance component shall be included in the Village's 10-Year Capital Improvement Plan. It shall be the goal of the Village to develop construction cost estimates for future trail system linkages, identifying priority segments to connect large areas to trip destinations and prepare a maintenance schedule for existing and future paths.

## **MAINTENANCE LEVELS, OBJECTIVES AND PROCEDURES**

The activities listed below will be included in the regular maintenance of the bike paths throughout the year. Additionally, the Village will track any complaints received from bike path users in order to maintain a database of path areas that require attention. Inspections of trails will be completed on a periodic basis to identify and prioritize path system maintenance needs.

<b>Item</b>	<b>Estimated Frequency</b>
• Trash Pick-Up	Monthly or as needed
• Remove fallen trees	As needed
• Bollard repair or replacement	As needed
• Pavement Sweeping	Monthly or as needed
• Weed Control	2 X per year
• Tree Pruning	As needed
• Sign Replacement	As needed
• Clean Storm Drains	1 X per year
• Pavement sealing/repaving	Every 3-5 years or as needed

## **LEVEL ONE MAINTENANCE**

**Maintenance Goal:** Maintain a safe and open surface for bicycle and pedestrian travel at all times.

### **Bike Paths:**

- North-South path along Riverwoods Road.

### **Description of Maintenance Objectives:**

Keep path clear of debris, overhanging plant growth, accumulated snow and maintain a safe surface for bicycle and pedestrian travel at all times.

### **Current Maintenance Procedure**

#### **Spring Maintenance (March 1st - May 1st)**

1. Inspect the path as soon as weather permits
2. Inspect all trees located within the fall zone of the path
3. Repair any winter damage from plowing
4. Remove all dead fall, i.e. twigs, branches etc.
5. Complete any necessary patching or surface repairs
6. Check all crosswalk striping
7. Check all signage for repair needs
8. Empty Garbage Cans (Weekly)

#### **Summer Maintenance (May 1<sup>st</sup> – September 30<sup>th</sup>)**

1. Prune overhanging growth or line-of-site issues as necessary
2. Mow road shoulder once per month
3. Inspect and repair surface
4. Check all signage for repair needs
5. Monitor utility company construction projects for safety issues and prompt repair
6. Inspect and maintain all drainage systems related to the path
7. Empty Garbage Cans (Weekly)

#### **Fall Maintenance (October 1<sup>st</sup> – December 30<sup>th</sup>)**

1. Mow road shoulder once per month until no longer necessary
2. Inspect path for possible hazards related to snow removal operations
3. Participate in late fall pruning of the path shoulder areas.
4. Empty Garbage Cans (Weekly)

#### **Winter Maintenance (January 1<sup>st</sup> - February 28<sup>th</sup>)**

1. Snow removal occurs during each event of 2" or more
2. Less than 2" snow removal occurs during the next regular work day
3. Prune back plants along entire path as necessary
4. Empty Garbage Cans (Weekly)

## **LEVEL TWO MAINTENANCE**

**Maintenance Goal:** Maintain a safe and open surface for bicycle and pedestrian travel.

### **Bike Paths:**

- Memorial Park to Berkshire Lane
- East-West on north side of Route 22, Village Hall to Riverwoods Road
- Cedar Lane to Yorkshire Lane, west side of Riverwoods Road
- North Village Green to East-West Bike Path, north side of Olde Half Day Road
- South Village Green to Village Hall, south side of Olde Half Day Road

### **Description of Maintenance Objectives:**

Keep path clear of debris, overhanging plant growth, accumulated snow and maintain a safe surface for bicycle and pedestrian travel within two (2) work days of notification of an obstruction.

### **Current Maintenance Procedure**

#### **Spring Maintenance (March 1st - May 1st)**

1. Inspect the path as soon as weather permits
2. Inspect all trees located within the fall zone of the path
3. Repair any winter damage from plowing
4. Remove all dead fall, i.e. twigs, branches etc.
5. Complete any necessary patching or surface repairs
6. Check all crosswalk striping
7. Check all signage for repair needs
8. Empty Garbage Cans (Weekly)

#### **Summer Maintenance (May 1<sup>st</sup> – September 30<sup>th</sup>)**

1. Prune overhanging growth or line-of-site issues as necessary
2. Mow road shoulder once per month (if applicable)
3. Inspect and repair surface
4. Check all signage for repair needs
5. Monitor utility company construction projects for safety issues and prompt repair
6. Inspect and maintain all drainage systems related to the path
7. Empty Garbage Cans (Weekly)

#### **Fall Maintenance (October 1<sup>st</sup> – December 30<sup>th</sup>)**

1. Mow road shoulder once per month until no longer necessary
2. Inspect path for possible hazards related to snow removal operations
3. Participate in late fall pruning of the path shoulder areas.
4. Empty Garbage Cans (Weekly)

#### **Winter Maintenance (January 1<sup>st</sup> - February 28<sup>th</sup>)**

1. Snow removal occurs during the next regular work day
2. Prune back plants along entire path as necessary
3. Empty Garbage Cans (Weekly)

## LEVEL THREE MAINTENANCE

**Maintenance Goal:** Maintain a safe and open surface for bicycle and pedestrian travel.

### **Bike Paths:**

- Brampton Lane to Briarwoods Lane to Durham Court
- Northampton Lane to Riverwoods Road
- Whitmore Lane to Brampton Lane
- Whytegate Court to Brampton Lane
- Dukes Lane to North-South path, east side of Riverwoods Road
- Oxford Drive to Riverwoods Road, south side of Route 22
- Riverwoods Road to Hewitt Drive, north side of Route 22

### **Description of Maintenance Objectives:**

Keep path clear of debris, overhanging plant growth, accumulated snow and maintain a safe surface for bicycle and pedestrian travel within three (3) work days of notification of an obstruction.

### **Current Maintenance Procedure**

#### **Spring Maintenance (March 1st - May 1st)**

1. Inspect the path as soon as weather permits
2. Repair any winter damage from plowing
3. Complete any necessary patching or surface repairs
4. Check all signage for repair needs

#### **Summer Maintenance (May 1<sup>st</sup> – September 30<sup>th</sup>)**

1. Prune overhanging growth or line-of-site issues two (2) times per growing
2. Inspect and repair surface
3. Check all signage for repair needs
4. Monitor utility company construction projects for safety issues and prompt repair

#### **Fall Maintenance (October 1<sup>st</sup> – December 30<sup>th</sup>)**

1. Inspect path for possible hazards related to snow removal operations Prune overhanging growth or line-of-site issues two (2) times per growing

#### **Winter Maintenance (January 1<sup>st</sup> - February 28<sup>th</sup>)**

1. Snow removal occurs within three (3) regular working days
2. Prune back plants along entire path as necessary

Village of Lincolnshire

# Open Space Information

Natural open space is a 'wild' open space with native vegetation intact or habitat that has been restored to a natural state. These areas are often large, greater than 40 acres that promote passive Recreational uses including trail construction and extension, benches, restrooms, bike racks, signage, and native landscaping.

Their primary function is connecting habitat and preserving a variety of natural habitats (e.g. wetlands, riparian corridors, lakes or ponds, native grass lands, floodplains, etc.).

Examples of Natural Open Space Areas include Florsheim Park and Rivershire Park.

The primary functions for open space in Lincolnshire should be to:

- Protect waterways, wetlands, and wildlife habitat.
- Provide access to natural areas and create wildlife viewing opportunities.
- Preserve views and view corridors.

It is the intent of the Village to balance staffing, resources and ecological need with regards to open space management. As a result, Staff has identified the following four areas of primary focus as it relates to Open Space Management:

**Trail Maintenance** – The Florsheim Park trail should provide quality recreational and educational opportunities for residents. Staff recommends that the path areas in all of our natural areas be inspected and chips replaced in areas less than two inches. Additionally, the path surface should be inspected for weeds and removed accordingly.

**Hazardous Tree Removals** – Staff recommends a goal to remove any potentially hazardous trees within our defined Natural Areas that pose a high risk of failure or fracture resulting in damage or injury to people or property. Take in mind that a hazardous tree in the middle of one of our designated natural areas may have a high potential for failure, but the chance it will cause damage to property and or people is low. That same tree located near a natural trail or pathway could do severe damage. Tree removals are an integral part of any good forestry management program, and I firmly believe this would be an ideal management strategy for our Natural Areas.

**Prescribed Burns** – There are many ecological benefits to prescribed or controlled burns. The fire stimulates growth of grasses and makes way for the proper amount of sunlight needed for the regeneration of Oak trees. In many of our natural areas such as Florsheim Park and North Park, spring and fall burns have traditionally been more effective.

**Invasive Weed Removal** – Removal of non-native or hazardous woody vegetation, namely buckthorn, is essential because of the fact that these weeds restrict sunlight thus prohibiting the growth and development of native plants and trees.

The Village of Lincolnshire contracts its natural area maintenance on an hourly rate basis, plus cost of any herbicides, adjuvants, surfactants or related chemicals, to complete natural areas maintenance and management of herbaceous invasive plants in the North Park/Florsheim/Old Mill Nature Preserves located in the Village of Lincolnshire.

In general, the Village utilizes the following methods to control invasives:

### **Chemical Control**

The majority of the work included in this project shall consist of chemical application to control selected target species. All herbicides shall be applied according to the manufacturers label specifications.

All herbicides shall be applied with a non-ionic surfactant, water conditioner (if specified on the label), and a pH Balancer

1. Wick Application - Wick applications generally require a higher percent concentration of chemical application compared to other application methods. A wick application shall be used on target species such as Cattails, Common Reed, Canada Thistle, Oriental Bittersweet, Leafy spurge, Crown vetch, Yellow Iris, Japanese Knotweed, Hedge Parsley, Garlic Mustard, Yellow and White Sweet Clover, Purple Loosestrife and Teasel.

2. Backpack Spray Application - The use of a portable backpack and spray wand/nozzle that can be used to selectively spot spray or broadcast spray target species. Spray applications generally use a lower percent concentration of chemical application compared to a wick application.

### **Cultural Control**

1. Hand Pulling – Hand pulling is used to remove target species as determined by the Village. Any hand pulling shall be bagged and removed from the site.

2. Seed Head Removal – Cut and removal of all mature seed heads is required. Any seed heads removed are bagged and removed from the site. A follow-up application of herbicide is utilized to kill the target species.

### **Target Species**

#### **Common Name**

Reed Canary Grass	Garlic Mustard
Cattails	Yellow Iris
Common Reed	Canada Thistle
Teasel	Japanese Knotweed
Oriental Bittersweet	White Sweet Clover
Leafy Spurge	Yellow Sweet Clover
Crown vetch	Japanese Hedge Parsley
Purple Loosestrife	

## **Herbicides**

Village Staff is responsible for mixing and preparing herbicide mixes according to label instructions and prior to traveling to the project site. Below are some of the herbicides the Village utilizes to control invasives:

- Transline
- AquaMaster/Aquaneat
- Round-up
- Journey
- Vantage
- Garlon 3A
- Garlon 4
- Habitat

An aquatic-approved Glyphosate herbicide, i.e., Aquamaster or Habitat shall be used to treat all populations growing in or near standing water. The Village uses a dye in the herbicide mix to help identify where herbicide has been previously applied.

## **Treatment Protocol**

The Village identifies all target species before they are cut or herbicided.

## **Weather Conditions**

The Village adheres to the following protocol when determining whether conditions are appropriate for chemical application:

- a. Wind speeds within the label specifications at the project site.
- b. Daytime temperature is below label recommendations (critical for herbicides that volatilize)
- c. Herbicide shall not be applied if the likelihood of precipitation is greater than 40% within the next 12 hours, unless otherwise directed by the Village.
- d. If weather conditions are questionable, the decision to proceed shall be left to the discretion of the Village.

Application shall be done by State of Illinois Licensed Pesticide Operator or Applicator only.

## **Performance**

The Village's goal is to achieve 95% kill of all target species at all locations throughout the site.

## **Project Schedule**

The Village shall utilize best management practices and appropriate timing to reduce impact to non-target species.

## **Materials Storage and Handling**

No equipment and materials are allowed to be stored on any work site or any portion of the Village. Herbicide shall not be mixed at the project site.

## **Access**

The Village shall designate all access points prior to performing any work. Access points shall

be selected to minimize potential damage to desirable vegetation.

### **Notification**

The Village shall be notify appropriate Staff and residents at least 24 hours before the start of any work.

### **Personnel and Public Safety**

The Village shall install signs on public roadways shall conform to all applicable IDOT signage specifications. Appropriate caution shall be taken when work is performed near trails, utilities and roads.

Labels and MSDS – Herbicide applicators shall have on the work site the appropriate herbicide labels and Material Safety Data Sheets (MSDS) for the chemical being applied. All herbicide applications shall follow appropriate label instructions.

Safety Equipment – The Village shall ensure that the following safety equipment if available at the project site at times for personnel involved in this project:

- First Aid Kit
- Portable emergency eye was station
- Chemical Spill Kit

Procedures for Herbicide Spill Containment – An emergency spill kit, with directions for use, shall be present when herbicides are being mixed, transported, and applied. Employees will be trained in the use of the spill kit prior to initiation of operations.

The spill kit shall contain the following equipment:

- Shovel
- Broom
- Ten pounds of absorbent material
- Box of large plastic bags
- Nitrile Gloves
- Signage and Public Notification of Herbicide Treatment

The Village shall post herbicide application signs immediately after herbicide application in treated areas. Signs shall remain posted for duration of not less than twenty-four (24) hours and not more than forty-eight (48) hours after the time of herbicide application.

### **Field Inspection and Monitoring**

The Village shall conduct periodic inspections to verify that the target species is being effectively removed, herbicide solutions are properly applied, and native species and sensitive areas are protected. The Village shall inspect all herbicide treatments within two-four (2-4) weeks after the completion.

### **Evaluation of Herbiciding Results**

Field inspections shall occur 2-4 weeks following an herbicide treatment application, depending on herbicide applied. Percent kill shall be determined by visual estimate by the Village.

## **Schedule of Annual Maintenance Activities**

Below is a schedule of annual activities that said contractor should utilize when planning yearly maintenance:

### **October 15<sup>th</sup>-November-15<sup>th</sup>**

*Herbicide paths at North Park AM*

*Herbicide Garlic Mustard at Rivershire*

*Herbicide cattails North Park detention pond and drainage swale by North Bridge*

*Herbicide thistle along path at North Park*

*Herbicide garlic mustard at Florsheim*

*Herbicide buckthorn at Farrington Ln and Stafford Ct. path*

*Herbicide buckthorn east at North Park south bridge*

*Herbicide buckthorn resprout west at North Park south bridge*

*Herbicide garlic mustard at Rivershire*

*Herbicide garlic mustard at Old Mill Woods*

*Herbicide buckthorn at Old Mill Woods*

*Herbicide thistle at Old Mill Woods*

### **January 1<sup>st</sup>-January 30<sup>th</sup>**

*Rechip path at Florsheim*

*Rechip path at Florsheim*

*Weed whip and rake buffer along boardwalks at North Park and Florsheim*

*Cut and remove ragweed in North Park parking lot*

DRAFT

Village of Lincolnshire

# Maintenance Standards

DRAFT

The Village of Lincolnshire is responsible for maintaining all of the parks, trails and open space areas in Lincolnshire along with all of the Village's public buildings. The Village will need monitor its maintenance responsibilities and should not construct new Village maintained facilities without providing the proper level of maintenance staffing.

The Public Works Department should adopt an on-going inspection process in order to monitor and predict maintenance needs for existing and new parks, open space, trails, and grounds landscape areas to ensure that budgeting for all new facilities includes adequate provisions for maintenance.

Provided below are inspections forms for the Village's Parks and Paths.

The goal is for Staff to inspect each Park and Path with as much detail as possible in an effort to identify issues, document them through the Village's work order system and address each issue accordingly.

DRAFT

# PARKS INSPECTION FORM:

DATE: \_\_\_\_\_

INSPECTION BY: \_\_\_\_\_

Playground Surface Area	Yes	No	Needs Repair	Date Repaired
Does the Playground need safety surface?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Footing exposed, cracked or loose in ground?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Fall/zone around playground {6 ft. Perimeter}?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Trip hazards, tree roots or rocks in play area?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Broken glass, trash, or foreign objects in play area?	. <input type="checkbox"/>	. <input type="checkbox"/>		
<b>General Condition/Appearance of Play Area?</b> <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor				

Play Structure	Yes	No	Needs Repair	Date Repaired
Broken supports or anchors?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Pipe ends missing plugs or caps?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Broken or missing rails/rungs/steps?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Protruding bolt heads or threads?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Loose, missing, worn or rusted bolts/nuts?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Loose, missing, worn or rusted other fasteners?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Broken Clamps?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Peeling or chipped paint?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Entrapment pinch or crush points?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Vinyl coated decks/platforms/steps have visible cracks or peeling?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Excessive wear of any components/ Sliding parts?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Splintered/checking or warped wood?	. <input type="checkbox"/>	. <input type="checkbox"/>		
<b>General Condition/Appearance of Structures?</b> <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor				

Swings	Yes	No	Needs Repair	Date Repaired
Broken, twisted, worn, or rusted chain?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Inadequate non-commercial 4-0" chain?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Worn, rusted or broken swing hangers?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Open, worn or rusted S hooks?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Worn or rusted grommet?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Inadequate fall zone around swings?	. <input type="checkbox"/>	. <input type="checkbox"/>		
Missing, worn or cracked swing seats?	. <input type="checkbox"/>	. <input type="checkbox"/>		

Swings Cont.	Yes	No	Needs Repair	Date Repaired
Swing frame damaged?	<input type="checkbox"/>	<input type="checkbox"/>		
Swing chain wrapped around swings?	<input type="checkbox"/>	<input type="checkbox"/>		
Swing frame loose in footing?	<input type="checkbox"/>	<input type="checkbox"/>		
Safety surface worn or scattered?	<input type="checkbox"/>	<input type="checkbox"/>		
Missing or protruding bolts?	<input type="checkbox"/>	<input type="checkbox"/>		
<b>General Condition/ Appearance of Swings?</b>	<input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor			

Slides	Yes	No	Needs Repair	Date Repaired
Slide areas have imperfections?	<input type="checkbox"/>	<input type="checkbox"/>		
Handrails loose or missing?	<input type="checkbox"/>	<input type="checkbox"/>		
Steps cracked, broken or missing?	<input type="checkbox"/>	<input type="checkbox"/>		
Sit-down transition platform present?	<input type="checkbox"/>	<input type="checkbox"/>		
Safety rails functional/safe?	<input type="checkbox"/>	<input type="checkbox"/>		
Slide exit parallel to ground?	<input type="checkbox"/>	<input type="checkbox"/>		
Safety surface at slide exit worn away?	<input type="checkbox"/>	<input type="checkbox"/>		
Fall zone adequate on all sides?	<input type="checkbox"/>	<input type="checkbox"/>		
<b>General Condition/Appearance of Slides?</b>	<input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor			

Spring Riders	Yes	No	Needs Repair	Date Repaired
Coil or 'C' spring loose?	<input type="checkbox"/>	<input type="checkbox"/>		
Coil or 'C' spring broken?	<input type="checkbox"/>	<input type="checkbox"/>		
Spring rider broken?	<input type="checkbox"/>	<input type="checkbox"/>		
<b>General Condition/Appearance of spring riders?</b>	<input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor			

Misc. Items for General Maintenance & Inspection	Yes	No	Needs Repair	Date Repaired
<b>Are the following in Good Condition?</b>				
Bleachers?	<input type="checkbox"/>	<input type="checkbox"/>		
Player Benches?	<input type="checkbox"/>	<input type="checkbox"/>		
Basketball surface, backboard, rim & nets?	<input type="checkbox"/>	<input type="checkbox"/>		
Picnic Tables, seats and tops?	<input type="checkbox"/>	<input type="checkbox"/>		
Park Benches?	<input type="checkbox"/>	<input type="checkbox"/>		
Grills?	<input type="checkbox"/>	<input type="checkbox"/>		
Signs?	<input type="checkbox"/>	<input type="checkbox"/>		
Drinking fountains?	<input type="checkbox"/>	<input type="checkbox"/>		
Baseball & Softball backstops and fencing?	<input type="checkbox"/>	<input type="checkbox"/>		
Baseball & Softball bases and equipment?	<input type="checkbox"/>	<input type="checkbox"/>		
Outdoor Volleyball posts and nets?	<input type="checkbox"/>	<input type="checkbox"/>		
Playground Timber Edging?	<input type="checkbox"/>	<input type="checkbox"/>		



# VILLAGE OF LINCOLNSHIRE – BIKE PATH INSPECTION FORM

This inspection should be performed two (2) times per year in April and October. It is not intended to be a replacement for ongoing inspections of the paths, but rather a more thorough, documented inspection.

Date: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Path name: \_\_\_\_\_

Item	Condition
------	-----------

<b>Trail Signage</b>			
_____	Good _____		Poor _____
<b>Trail Surface</b>			
_____	Good _____		Poor _____
<b>Trail Mowing</b>			
_____	Good _____		Poor _____
<b>Trail Pruning</b>			
_____	Good _____		Poor _____
<b>Tree Obstructions</b>			
_____	Good _____		Poor _____
<b>Trash</b>			
_____	Good _____		Poor _____

## COMMENTS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Village of Lincolnshire

# Additional Items for Consideration

## ADDITIONAL ITEMS FOR CONSIDERATION

Outside of the “Specific Parks Recommendations”, there are several additional parks related items for consideration which are detailed in the table below:

1. **Pets in Village Parks** – For several years, pets have not been allowed in Village Parks as it is prohibited per Village Code. Section 8-1-5L Prohibited Acts and Condition states the following:

*“It shall be unlawful for any person to bring a pet or animal, including dogs, into any of the village parks, park facilities, Natural Areas, or Nature Preserves. The penalty to be assessed at a cost as established in the Comprehensive Fee Schedule set forth in Chapter 15 of Title 1 of this Code. The provisions of this section shall not apply to officers, agents and employees of the Village in the course of Village Business.”*

One of the main reasons pets were not allowed in Parks is that several years ago, patrons brought pets to Village Parks and did not clean-up after their pets.

Staff feels that while we still prohibit pets in the Parks, many communities do not have such restrictions. Additionally, Park patrons are still bringing pets to the Parks regardless of this restriction. Staff is asking the Park Board to re-visit this restriction. If the Park Board were to recommend lifting this restriction, Staff would plan to install Pet Waste Stations in each of the Village Parks.

2. **North Park Tennis Court Area** – In 2019, the Village was in the process of having a contractor resurface the tennis courts at North Park. In the process of resurfacing, the contractor discovered that there was no sub-base underneath the entire tennis court area. As a result, this led to a significant change in price to replace the tennis court which more than doubled the cost of the project. The Village Board made the decision to continue with the removal of the existing court and not move forward with installing a tennis court. Below are photos of the court area in its current condition:



After a review of past surveys and information, Staff discovered that there were four (4) options that were most desired which are as follows:

**Paddle Tennis:** Paddle tennis is a game similar to tennis but played with a smaller court. The court has no doubles lanes and the net is placed lower. Paddle tennis is played with a solid paddle as opposed to a strung racquet, and a depressurized tennis ball is used.



**Estimated Cost for Amenity: \$350,000-\$500,000**

**Splash Pad:** A Splash Pad is a water recreation area, often in a public park, for water play that has little or no standing water. A benefit to the Splash Pad consists of eliminating the need for lifeguards or other supervision, as there is little risk of drowning. Typically there are ground nozzles that spray water upwards out of the splash pad's rain deck. Staff believes a Splash Pad would be a huge hit in Lincolnshire since there has never been a public pool in town.



**Estimated Cost for Amenity: \$250,000-\$500,000**

**Batting Cages:** Due to the popularity of Lincolnshire Baseball, Staff believes another potential option would be to install multiple lanes of batting cages and potential a pitching tunnel, in this area. The Lincolnshire Sports Association would be a strong

supporter of a batting cage/pitching tunnel area and may even be willing to cost share on this project.



**Estimated Cost for Amenity: \$150,000-\$200,000**

**Pickle Ball** : Pickle Ball is a paddle sport (similar to a racquet sport) that combines elements of tennis, badminton, and table tennis. Two or four players use solid paddles made of wood or composite materials to hit a perforated polymer ball, similar to a Whiffle Ball, over a net. The sport shares features of other racquet sports, the dimensions and layout of a badminton court, and a net and rules somewhat similar to tennis, with several modifications.



**Estimated Cost for Amenity: \$100,000-\$150,000**

Staff plans to have resident's vote on what they would like to see at Boo Bash and then will ultimately bring a memorandum back to the Park Board with more detailed cost estimates. Once the Park Board identifies a project to move forward on, Staff will incorporate that project into a future year capital project in the 10-Year Capital Improvement Plan.

3. **Poured In Place Safety Surface** – Currently, all of the playgrounds in Lincolnshire have regular “wood chip” material safety surface in the Parks. The Village spends between \$5,000-\$7,000 annually to refurbish safety surface in 1-2 parks per year.



Estimated Cost : Staff estimates that each Park would cost approximately \$75,000.00 to convert the surfaces to the poured in place material.

4. **Rivershire Park Site Improvements** – As a result of the old Rivershire Park Nature Center demolition in 2018, the site itself located at 45 Londonderry Lane is in need of several improvements. A summary of the improvements are as follows:

As part of the approval of the demolition of the Rivershire Park building, Staff is asking the Park Board for consideration and approval of proposed changes to the Rivershire Park site located at 45 Londonderry Lane. The changes proposed will include both walking path improvements as well as a better and more defined delineation of the pathway areas themselves. One of the major issues Public Works Staff has faced with the site at 45 Londonderry has been the ambiguity of pedestrian pathways and restricted access areas. Staff believes expanding the maintenance yard and limiting access to the site will improve Public Works Operations and eliminate a significant amount of risk associated with residents and non-personal cutting through the maintenance yard area. Staff believes the proposed changes will solve these issues and keep the pathways a safer and more defined amenity.

#### **Rivershire Park Objectives**

- To create a unique outdoors experiential path for residents of the Village of Lincolnshire
- To optimize the current walking path at Rivershire Park
- To accept the flood plains for what they are and use materials that will allow for minimal maintenance expenses.
- To create a phased approach to the implementation of this path.

## **Approach/Design Considerations**

1. Focal Points that will create a varied experience
2. Butterfly house environment that helps the village with its Monarch Butterfly Initiative
3. Use of evergreens to enhance the environment and delineate the Public Works Department maintenance yard.
4. Create a path that potentially includes the following amenities:
  - Wildlife Observation points
  - Rest stops
  - Butterfly environment

The Village has received input from the Village Garden Club who provided the following photos of milkweed that may provide a pleasant aesthetic experience for path users in this area:



**Site Overview:** Below is a map of the site for discussion purposes:



**Change #1 – Change Existing Path/Restrict Access to Maintenance Yard**

Staff feels that a better delineation of the pathway areas that begin at Coldstream Circle and extend to Londonderry Lane is needed. Staff proposes to install either split rail or new fencing in new areas and provide fencing on both sides to restrict access to areas that pose a danger and hazard to residents.

Below are examples of some of the dangerous areas within the maintenance yard which could pose hazards to residents:



Below are several areas that detail the fencing and improvements:

Path Area #1



Path Area #2



The areas shown above detail the beginning of the path area. Staff would plan to install red rotten granite down the path entrance and flagstone stairwell area. Wood chips would be installed leading up to the bridge area.

Path Area #3



Path Area #4



Public Works Staff would plan to cut our SOD, install woodchips and several new sections of fencing and finally apply wood chips as needed to help better delineate a path area. There would also be a pathway blocked off which would keep people out of a highly vegetative area.

Path Area #5



Path Area #6



More wood chips and fencing would be installed in this area to delineate the pathway leading up to the bridge. Another section of fence would be installed to deter people from walking around the path area leading up to the maintenance yard.

Path Area #7



Path Area #8



Path Area #9



Path Area #10

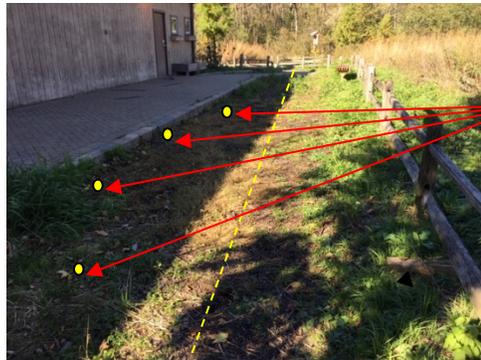


The path areas above would have additional fencing installed on the side opposite the existing fencing in an effort to better define the path areas. Additionally, certain sections of fencing would be removed and re-installed to keep people out of the demonstration prairie area.

Path Area #11



Path Area #12



Future  
Planting  
Locations

The area above details the existing maintenance building along with the end of the pathways. New fencing would be installed in areas as needed. Additionally, Staff would plan to install plantings to screen/separate the maintenance yard from pathway area.

Once the building is demolished, Staff would plan to begin re-defining the path areas and maintenance areas immediately. Staff would plan to install upright evergreens in the areas adjacent to the pathways to keep people from walking into the maintenance yard. Other areas would be defined by re-installation of new fence.

#### Fencing Options

Staff is asking for direction from the Park Board on what type of fencing the board would like to see in this area. Currently there is split rail fencing installed through several areas throughout Rivershire Park. Below are two types of fencing for Park Board consideration:

**Split Rail Fence - \$14.00 per linear ft.**



**Round Rail Wood Fence - \$16.00 per linear ft.**



Any Future Improvements related to the pathways areas would budgeted appropriately and any plantings would be charged to the Village tree bank.

Staff believes expanding the maintenance yard and limiting access to the site will improve Public Works Operations and eliminate a significant amount of risk associated with residents and non-personal cutting through the maintenance yard area.

Staff requests that the Mayor and Board of Trustees consider the proposed changes as presented. Any future alterations to the Rivershire Park site could be discussed and/or recommended by the Park Board and/or Village Board.

# Rivershire Park - Site Improvements



Village of Lincolnshire

# Parks Surveys

It shall be the direction of Village Staff to survey the community and solicit feedback from residents regarding the Village's Parks and Paths every 1-5 years or as needed. As part of this review, staff shall seek feedback and direction from the public in the form of a comprehensive online survey. The survey questions are designed to assess current park facilities, amenities, playground equipment and gather public feedback to diversify and better serve the needs and desires of the community.

Staff shall strive to make the survey available on the Village Website, social media and other communication channels available to draw a large participation.

The survey shall consist of multiple choice questions asking respondents to rank conditions of each of the Village's parks. The survey should also solicit feedback regarding playground equipment and other amenities. Staff should use guidance from the Park Board, Village Board and community with an ultimate goal of improving upon each of the Village's Parks.

Below is the most recent survey which was conducted in 2019. This survey reviewed and updated as necessary:



#### **Parks and Paths Survey**

1. Are you a Lincolnshire Resident
  - a. Yes
  - b. No
2. Do you or your family members use the Village parks?
  - a. Every day
  - b. 2-3 times a week
  - c. Once a week
  - d. 1-2 times a month
  - e. Never
  - f. Other \_\_\_\_\_
3. How often do you or your family members use a path in Lincolnshire
  - a. Every day
  - b. 2-3 times a week
  - c. Once a week
  - d. 1-2 times a month
  - e. Never
  - f. Other \_\_\_\_\_

4. How often do you or your family members visit Village parks?
  - a. Every day
  - b. 2-3 times a week
  - c. Once a week
  - d. 1-2 times a month
  - e. Never
  - f. Other\_\_\_\_\_
5. Do you or your family members visit the parks as part of your exercise or health routine?
  - a. Yes
  - b. No
6. How often do you or family members use the Village mixed recreation path systems (Half Day road, Riverwoods rd. trail) as part of your exercise or health routine?
  - a. Every day
  - b. 2-3 times a week
  - c. Once a week
  - d. 1-2 times a month
  - e. Never
  - f. Other\_\_\_\_\_
7. How often do you or family members use playgrounds equipment and basketball and/or tennis courts?
  - a. Every day
  - b. 2-3 times a week
  - c. Once a week
  - d. 1-2 times a month
  - e. Never
  - f. Other\_\_\_\_\_
8. Why do you or your family members visit the parks?
  - a. Playgrounds
  - b. Relaxation
  - c. Exercise
  - d. Athletics/sports
  - e. Other
9. Do you use the parks for Lincolnshire Sports Association (LSA) athletics? Please select all that apply.
  - a. House leagues
  - b. Travel leagues
  - c. Unorganized informal sports

10. Please rate the quality of playground equipment at the following Village Parks:

Balzer Park – 30 Windsor Drive:

Poor		Average		Excellent	
1	2	3	4	5	

Bicentennial Park – 45 Fox Trail:

Poor		Average		Excellent	
1	2	3	4	5	

Old Mill Park – 100 Fallstone Drive:

Poor		Average		Excellent	
1	2	3	4	5	

North Park – 1025 Riverwoods Road:

Poor		Average		Excellent	
1	2	3	4	5	

Spring Lake Park – 49 Oxford Drive:

Poor		Average		Excellent	
1	2	3	4	5	

Whytegate Park – 299 Whytegate Court:

Poor		Average		Excellent	
1	2	3	4	5	

11. Please rate the overall conditions of athletic fields at North Park in dry conditions:
  - a. Excellent
  - b. Average
  - c. Below average, please explain \_\_\_\_\_
12. Please rate the overall conditions of athletic fields at North Park after a rain event:
  - a. Excellent
  - b. Average
  - c. Below average, please explain \_\_\_\_\_
13. What are your thoughts on artificial turf athletic fields at North Park in the Village?
  - a. Supportive
  - b. Neutral
  - c. Not supportive, please explain \_\_\_\_\_
14. Have you experienced difficulty using facilities such as tennis or basketball courts at any parks?
  - a. Yes please explain \_\_\_\_\_
  - b. No
15. Are there any desirable locations in the Village not accessible by bikes due to a lack of trail access?
  - a. Yes, please explain
  - b. No
16. How would you rank the current conditions of the Village's parks and paths?
  - a. Excellent
  - b. Average
  - c. Below average, please explain \_\_\_\_\_
17. How would you rank the overall condition/quality of the Village's parks?
  - a. Excellent
  - b. Average
  - c. Below average, please explain \_\_\_\_\_
18. How would you rank restroom cleanliness at the Village's parks?
  - a. Excellent
  - b. Average
  - c. Below average, please explain \_\_\_\_\_
19. How would you rank your overall satisfaction with Village parks?
  - a. Excellent
  - b. Average
  - c. Below average, please explain \_\_\_\_\_
20. What amenity or feature would you like to see added to a Village park that is not currently offered?
  - a. Please list, if any \_\_\_\_\_

Village of Lincolnshire

Park  
Board  
Structure

# VILLAGE PARK BOARD

**Board Structure:** The Village Park Board was established in 1971 and consists of seven (7) members and one alternate member who shall be appointed by the Mayor, subject to the approval of the Village Board. The Mayor shall designate one of the member's chairman of the Park Board subject to the approval of the Village Board. All members of the Park Board and the Park Board alternate shall be residents of the Village. The appointed citizen members shall serve for a period of three (3) years. An alternate member shall be appointed for a term of one year. The Village Park Board shall serve without compensation.

**Procedures:** Following their appointment, the members of the Village Park Board shall meet and adopt, change or alter, rules and regulations of organization and procedure consistent with Village ordinances and Illinois State laws.

**Powers and Duties:** The Village Park Board shall have the following powers and duties subject to the approval of the Village Board:

- To provide and supervise the care and maintenance of all Village property designated for park or recreational use.
- To prepare and recommend to the Village Board from time to time plans and projects for specific improvements of the park and recreational facilities.
- To establish such rules and regulations that are deemed necessary in order to provide for the health and safety of the residents using the park.
- To manage and administer all plans, programs, projects and activities delegated to it by the Village Board, as authorized and directed by the Village Board.

**Meetings:** The Park Board shall meet once per month on the 3<sup>rd</sup> Monday of each month.

**Park Board Tours:** The Village Park Board shall conduct tours of the Village's Parks on an annual basis. It is at these tours that outside organizations should make requests for upcoming year capital purchases and/or projects.

# DEFINITIONS

**Athletic Facility:** Athletic Facilities are special purpose parks which are Village-owned and provide recreational and open space facilities. These facilities are designed to serve a specific purpose, such as athletic fields, aquatic facilities, and indoor ice skating or hockey facilities.

**Community Park:** These parks are typically 20 to 40 acres in size. Community parks are typically drive-to facilities that serve multiple neighborhoods. They are characteristically located along major transportation routes and have on-site parking (50 spaces or more). Community Parks often contain natural areas with trails and pavilions for group picnics and may include special facilities such as a recreation center, skate park, swimming pool, or a splash pad.

**Open Lands Park:** Open Land sites are properties designated as parks that have few or no built amenities, but provide natural areas or open space that can be utilized for passive recreation. These parks may have a trail, picnic tables and benches, but are dominated by open areas for the enjoyment of nature, fishing or other similar activities. While many park and recreation agencies may categorize stormwater management sites as 'special use', they may also be categorized as Open Lands.

**Passive Park:** These parks are commonly classified as "low intensity recreation areas". Passive Parks emphasize the open-space aspect of a park and allows for the preservation of natural habitat. These parks usually involve a low level of development, such as rustic picnic areas, benches and trails.

**Pocket Park:** These parks range in size from ¼ to 2 acres and are typically found in high density areas. They are intended to be a walk-to facility that provides a small amount of recreation for the residents in their immediate vicinity. They typically include small play equipment, a picnic shelter and seating area.

**Neighborhood Park:** These parks are typically 3 to 20 acres in size and are also intended to be walk to facilities, usually within a 1/2 to 1/4 mile of the homes they serve. They typically have a playground, an open turf area large enough for informal field sports and practices, a basketball and/or tennis court, picnic facilities, and sometimes a restroom and/or off-street parking. Neighborhood Parks are often accessed by a network of trails.