



## Village of Lincolnwood Park and Recreation Board

**Board Meeting**  
**Tuesday, April 11, 2023**  
**7:00pm**

**Gerald C. Turry Village Board Room**  
**Lincolnwood Village Hall – 6900 North Lincoln Avenue**

### Meeting Agenda

- I. Call to Order**
- II. Minutes Approval**
  - a. February 14, 2023, Meeting
- III. Old Business**
- IV. New Business**
  - a. Proesel Park Wayfinding Signage Discussion
- V. Public Forum/Audience Participation**
- VI. Directors Report**
- VII. Staff Report**
- VIII. Chairperson's Report**
- IX. Commissioners' Reports**
- X. Adjournment**

Posted: April 7, 2023



**Village of Lincolnwood  
Park and Recreation**

**Board Meeting  
Tuesday, February 14, 2023  
7:00pm**

**Council Chambers  
Lincolnwood Village Hall – 6900 North Lincoln Avenue**

**Draft MINUTES**

**I. CALL TO ORDER**

**Tucker:** The meeting was called to order at 7:00PM.

**PRESENT AT THE MEETING**

Chair Person: Courtney Tucker

Park Board Commissioners Present: Sokol Delisi, Victor Shaw, KJ Malca, Leah Brennan, Laura Tomacic

Village Board Liaison: Grace Diaz Herrera

Parks and Recreation Department Staff: Karen Hawk, Jeron Dorsey, Nicole Interrante, Kandice Newton

**II. APPROVAL OF MINUTES OF THE JANUARY 10, 2023, BOARD MEETING.**

On motion Tucker approves the meeting minutes of the January 10, 2023, Park and Recreation Board meeting. 6-0, motion passes.

AYES: Malca, Brennan, Tucker, Shaw, Tomacic, Delisi

NAYS: None

ABSTAIN: None

**III. OLD BUSINESS**

**A. Continued Discussion Regarding Summer Camp Refund Policy**

**Hawk:** Presents information from the memo included in the Board Packet

**Board Discussion:** A discussion followed among the Park and Recreation Board and the Parks and Recreation staff. Board member asks staff to keep data of the 2023

refunds so that this information can be looked at once the summer is complete.

## **B. Continued Discussion Regarding Henry A. Proesel Park Sign Replacement**

**Dorsey:** Presents information from the memo included in the Board Packet

**Board Discussion:** A discussion followed among the Park and Recreation Board and the Parks and Recreation staff. The Park and Recreation Board came to an agreement on the style of signage on Lincoln Avenue that includes The Village of Lincolnwood (the first option on the far left) and the text style, Optima Bold, in all capital letters. The sign at Morse and Koster has been agreed upon to use the text of Optima Bold in all capital lettering; discussion of a way to possibly include The Village of Lincolnwood on this sign or somewhere near or around the sign.

**Roll call for consensus:**

**AYES:** Brennan, Malca, Tucker, Shaw, Tomacic, Delisi

**NAYS:**

**ABSTAIN:**

## **IV. NEW BUSINESS**

**None**

## **V. PUBLIC FORUM/AUDIENCE PARTICIPATION**

**None**

## **VI. DIRECTOR'S REPORT**

**Hawk:**

- Staff reports are back
- Community Meeting for Master Plan is March 2, 2023, at 7pm
- Camp reminder that families can prorate one week per session
- Centennial Park will be under construction through late Spring
- Regarding Flowers Park-staff is working with a consultant for design; hopefully construction can begin late May or early June
- The Parks and Recreation department is fully staffed
- New registration software, Civic Rec, will be implemented later this year
- Staff is not increasing the number of Non-Resident Aquatic Center passes sold
- Planning for the Lincolnwood Turkey Trot and for Lincolnwood Fest are underway
- Staff is currently negotiating an agreement for the aquatic center Concession Stand

## VII. STAFF REPORTS

**Dorsey:** Updates Park Board on Proesel Park Wayfinding signs; reports that he has been meeting with Community Stakeholders and building relationships; provides an update on special events and reminds everyone that Spring Break Camp is still open for registration

**Interrante:** Introduces new swim lesson program and training course that will be called LW Swims and will begin this summer; reminds that staff that needs certification will be paid for those training hours; introduces the new NFL Flag Football League that will have a clinic this summer and in the fall; a new adult volleyball league will be starting up in June on Wednesday nights; V.I.P. Dance is going to run and is still open for registration.

**Newton:** Summer Day Camp staff hiring is underway, explains how she and Nicole went to a couple of high schools to promote Lincolnwood Day Camp and the Aquatic Center for summer jobs; working on getting the Senior Social Club up and going; busy with rentals coming in and securing staff for those rentals.

## VIII. CHAIRPERSON'S REPORT

**Tucker:**

- None

## IX. COMMISSIONER'S REPORTS

None

## X. ADJOURNMENT

Meeting adjourned at 7:41PM

Motion to adjourn: Tomacic/Malca

AYES: Brennan, Malca, Tucker, Shaw, Tomacic, Delisi

NAYS: None

Park Board Minutes prepared by Julie R. Glowacki

Park and Recreation Board Chairperson: \_\_\_\_\_  
Signature Date



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## MEMORANDUM

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**TO:** Park and Recreation Board

**FROM:** Jeron Dorsey, Superintendent of Parks and Recreation

**CC:** Karen Hawk, Director of Parks and Recreation

**DATE:** April 11, 2023

**SUBJECT:** Discussion Regarding Proesel Park Wayfinding Signs

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### **Background**

Parks and Recreation received a request for wayfinding signs at Henry A. Proesel Park from the Village Board during the FY 2023 budget discussions. Parks and Recreation staff reached out to sign companies to request designs for three wayfinding signs that will be located in Proesel Park. Staff provided vendors with an aerial view of Proesel Park which was utilized to create the design. Wayfinding signs are designed to inform visitors where amenities are located within the park and serve as the primary form of communication with visitors. Each sign will include a map key that will assist visitors with navigating from point A to point B in an easy and efficient manner. The map key will be added to the design once the exact location of each sign is determined. In addition to the wayfinding signage, each ball field will have a corresponding field number sign attached to the fence of that field.

The material for the proposed wayfinding signs is a CNC custom routed, black back painted 1/8" thick rigid aluminum panel w/full-color graphics and anti-graffiti laminate. The proposal includes the mounting brackets to attach the sign to posts that will be installed by the Village's Public Works Department.

The aerial photo of Proesel Park and the recommended design are shown below. The intent is to have the font match existing Proesel Park signs and the colors match the color scheme on the signs at the satellite parks.

Figure 1: Aerial View of Proesel Park

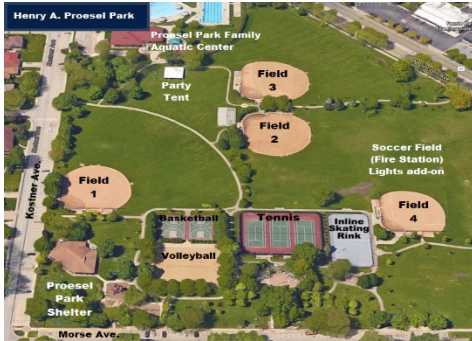


Figure 2: Proposed Design for Proesel Park Wayfinding Signs



**A** ALUMINUM SIGN PANEL w/ PRINTED VINYL GRAPHICS  
SCALE: 1"=1'

**1** - FLAT ALUM PANEL PAINTED PMS 2380 C DK. BLUE & PMS 2265 C GREEN BORDER w/ FIRST SURFACE PRINTED VINYL MAP & CUT WHITE 3M VINYL LETTERS

**2** - (2) VERTICAL ANGLE MOUNTING BRACKETS WELDED ON BACK TO ATTACH TO POST BY OTHERS

- BACK PAINTED SATIN BLACK



## Discussion

Parks and Recreation staff are seeking input and feedback from the Park and Recreation Board regarding the design and location of three wayfinding signs at Henry A. Proesel Park.