



**Village of Lincolnwood
Parks and Recreation**

**Board Meeting
Tuesday, December 14, 2021
7:00pm**

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

MINUTES

I. CALL TO ORDER

Tucker: The meeting was called to order at 7:01PM.

PRESENT AT THE MEETING

Chair Person: Courtney Tucker

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

Park Board Commissioner Absent: Art Lovering

Village Board Liaison: Grace Diaz Herrera

Parks and Recreation Department Staff: Karen Hawk, Anna Koperski-Walsh, Katie Gaughan

II. APPROVAL OF MINUTES OF THE NOVEMBER 9, 2021 BOARD MEETING.

On motion Tucker approves the meeting minutes of the November 9, 2021 Parks and Recreation Board meeting. 6-0, motion passed.

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

NAYS: None

III. AUDIENCE PARTICIPATION AND LETTERS/NOTES/EMAILS FROM THE PUBLIC

No audience participation.

IV. OLD BUSINESS

No old business.

V. NEW BUSINESS

A. 2022 Parks and Recreation Board Meeting Dates

Hawk:

- Provides background into when the dates are regularly scheduled, which is the second Tuesday of each month.
- Explains that the second Tuesday of each month in 2022 does not fall on a major holiday, no conflicts with dates.

Board Discussion:

No discussion.

On motion Delisi/Tomacic approve the 2022 Park and Recreation Board Meeting dates. Motion is passed 6-0.

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

NAYS: None

B. Discussion Regarding the Sale of Liquor in Proesel Park during Summer Concerts and Other Select Events

Koperski-Walsh: Presents information from memo included in the Board Packet.

Board Discussion:

- Comment regarding liability, states it gives it a Ravinia feel as long as it's safe
- Question about ballpark estimate on revenue this will bring in
- Question regarding the speed of service and how serving both food and drink/liquor would slow service, recommends perhaps a tent to serve from
- Question about how it would impact Lincolnwood Fest
- Inquired about the location of Freddie's during Lincolnwood Fest
- Concern of space in the concession stand area and ability to support adding more customers
- Inquiry about employment and if there will be a minimum age requirement of 21 years of age to serve
- Mention of how another community has separate food and drink areas to ensure minors where not being served
- Inquiry on the long term goal of alcohol sales and what kind of drinks would be served
- Question regarding the sale of alcohol in the park and if it will prevent people from bringing in their own alcohol into the park
- Inquiry on where alcohol can be consumed and if there is consideration of a roped off area
- Inquiry about a food truck
- Comment on having themed nights and consideration of themes based on the type of band

- Question about the logistics of the area alcohol is being served
- Addresses concern about extra security
- Comment that if a person is legally purchasing alcohol in the concert, person is responsible for the alcohol and a roped off area wouldn't be necessary
- Suggestion about adding signage "Please Keep Drinks in this Area"
- Consideration to add recycle bins and garbage cans
- Inquiry about renewal process or if the Village is locked into the agreement

Koperski-Walsh:

- Explains past finances with Freddie's last summer and the potential of working with them for special events
- Discusses the idea of a tent verses the concession stand as a place to sell the alcohol
- States that Freddie's is working on mitigating the issues of slow service for the upcoming season
- Mentions as it pertains to Lincolnwood Fest, Freddie's would not have exclusive rights and the items served would be mutually agreed upon
- Explains employee of Freddie's would be Bassett trained
- Mentions that there could be two separate area of serving food and liquor
- Explains how people have been asking for alcohol in the park and food trucks
- Mentions that alcohol sales could make the events more appealing
- Explains options of different beers, single served boxed wine, infused Italian ice
- Mentions that Village staff has difficulty at times identifying if patrons are bringing in alcohol
- Explains that outside alcohol will still not be permitted based on current Village code
- Mentions that alcohol would be permitted on the lawn where the concert goers sit
- States that there has been no final determination for food trucks for concerts
- Mentions that additional fencing and monitoring could help keep the area clean
- Mentions that police currently come into the park area monitor the concerts with the Park Patrol
- States that staff will discuss safety concerns with the Police

Hawk:

- Mentions that there is no definitive answer on where Freddie's would be located
- Suggests that Freddie's has their own booth/food truck within the Lincolnwood Fest food and liquor area
- Explains the annual renewal process and that the first summer would be a

pilot program

- Explains how staff will discuss with Freddie's the potential for a long term agreement and obtain more information before moving forward

C. Discussion Regarding a Long-Term Concessionaire at Proesel Park Family Aquatic Center

Koperski-Walsh: Presents information from memo included in the Board Packet.

Board Discussion:

- Question if initial conversations with Freddie's have taken place yet and how many years the agreement would be for.
- Inquiry on if Freddie's would be responsible for maintenance of the equipment
- Comment of how used restaurant equipment is often fairly new and less than a year old
- Comment about potentially only needing to replace parts and not the entire piece of equipment
- Inquiry on who would choose the new equipment
- Inquiry about when was the last time there was a comprehensive outlook of the entire aquatic center facility

Koperski-Walsh:

- Explains the initial conversations was three to five years and then from there, it can be year to year
- Mentions that Freddie's would be expected to maintain the equipment
- Explains that Freddie's would pick out the equipment but the Village would approve of it
- Mentions that Freddie's has indicated that they would rather purchase new due to warranties
- Explains that the Department will look into the last time a comprehensive look at the aquatic center was done
- Mentions that all parks and facilities are under review to ensure that budgeting and planning are properly done
- Explains how staff aren't trained food professionals and how Freddie's is coming in as the trained professionals

Hawk:

- Explains that to the best of our knowledge, the majority of the concession stand equipment was purchased in 2007

Gaughan:

- Explains there has been a lot of maintenance in the concession stand and

the Village is taking a big picture look at all equipment and facilities

VI. CHAIRPERSON'S REPORT

Tucker:

- Wishes everyone a happy holiday season and speaks of the snowflakes she and her family are working on and enjoying

VII. COMMISSIONERS' REPORTS

Delisi:

- Wishing all a happy holidays

Tomacic:

- Thanks the Parks team for a job well done with the 2021 Turkey Trot, states that the weather was nearly perfect

VIII. DIRECTOR'S REPORT

Hawk:

- Brings back the conversation about a long-term concessionaire contract
 - Explains how the staff will have preliminary conversations with Freddie's and then come back in January or February to have the Park and Recreation Board make a recommendation
- Update on Lincolnwood Fest 2022
 - Looking to operate 2022 in a similar fashion, perhaps add an arts and crafts fair area
 - Explains final donation from Friends of Lincolnwood in the amount of \$150,000
 - Provides details that the event is a year-long planning process so having the Parks and Recreation Department take it over doesn't seem possible
 - Explains the many advantages of special management companies
 - Mentions that the Village has reached out to Special Events Management Company (SEM), who used to run the Turkey Trot in the late 90's and has experience working with our community
 - Mentions that SEM has about 30+ festivals in a year and has significant experience
 - States that the Village has spoken with references of SEM and all gave great reviews
 - Provides details about how sponsorships will work
 - Explains financials and comparisons to 2019
- Update on 2022 School District/Village Summer Camp
 - States the Village was able to secure ten rooms at Lincoln Hall for the summer, which will allow for summer camp numbers to get back to pre-pandemic numbers
 - Mentions that the camp will have access to gym and auditorium in

- the afternoon
 - States that the school district is willing to work with the Village on an intergovernmental Agreement
- Family Pool Pass Update
 - States that the Department has been working through policies to make them more customer friendly
 - States that there are many restrictions on how a family is defined
 - Mentions that changes will allow for easier pass selling and will improve the experience for the individuals buying the passes
 - States that the change could save the Village over \$24,000 in software upgrades
 - Mentions that staff will be trained by the software vendor
 - States that the resident sale date will be pushed back to February 7, 2022
 - States that the software used is Vermont Systems, also referred to as RecTrac
- Shares that the Parks and Recreation office relocation will take place on Thursday, December 16, 2021 and that the office will be closed for the move on December 16 and December 17, 2021

IX. STAFF REPORTS

Koperski-Walsh:

- Thanks staff for work with the relocation of Parks and Recreation Department
- States that due to the nice weather, the pool painting project is moving along quickly.
- Mentions that the pool walls have been water blasted and that the contractors don't see any structural concerns
- States that the Turkey Trot sold out well over two weeks before the race and that the weather was near perfect
- Mentions that it was nice to have Melissa back as a volunteer to support the race
- States that the Lincolnwood Lights event had over 50 people along with the library and the Mayor
- Shares that the Gingerbread House Event sold out
- Mentions that staff will consider offering a second Gingerbread House Event in the future if the event sells out early
- Update on moving the Noon Year's Eve Event to Thursday, December 30th
- Mentions VIP Dinner Dance, formally known as Daddy Daughter dance and Buddy Bingo, formally known as Mom/Son Bingo are both returning in 2022
- States that Lincolnwood Limits is open for registration, and begins on January 3, 2022
- Shares that the Winter/Spring 2022 Program Guide is about to be posted online and classes begin in January
- Mentions that Winter/Spring 2022 Program Guide now includes a QR

- code and a few of the summer program offerings
- Share's that Olivia Zdeb's last day was Friday of last week

Gaughan:

- States they are happy to be back
- Mentions that jumped right in and immediately got the summer 2022 aquatic schedule done

X. ADJOURNMENT

Meeting adjourned at 8:20PM

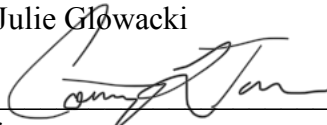
Motion to adjourn: Delisi/Tomacic

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

NAYS: None

Park Board Minutes prepared by Julie Glowacki

Park and Recreation Board Chairperson:


Signature

01/11/2022

Date