

**LINCOLNWOOD PARKS & RECREATION BOARD MEETING**  
**Tuesday, July 10, 2012, 7:30 pm**  
**Lincolnwood Village Hall – Council Chambers**

**AGENDA**

- I. Call to Order
- II. Approval of Minutes of June 12, 2012 meeting
- III. Approval of Minutes of the June 12, 2012 Bike Path Public Hearing
- IV. Audience Participation/Letters to the Department
- V. Old Business
  - a. Turkey Trot Donations
- VI. New Business
  - a. Lincolnwood Fest Extended Hours for exit lighting
  - b. Shore Galleries Gun Range in relation to parks and proposed bike paths
  - c. Metra Edgebrook Shelter Use
  - d. Intra-Village Communication
- VII. Director's Report
- VIII. Recreation Staff Reports
  - A. Superintendent of Recreation, Jan Springer
  - B. Superintendent of Parks & Facilities, Andy Thurman
  - C. Community Center Program Supervisor, Katie Smith
  - D. Community Outreach Coordinator, Genelle Iocca
  - E. Youth Programs Coordinator, Katie Smith
- IX. Adjournment

Posted: July 5, 2012



## Lincolnwood Parks and Recreation Board Meeting

Lincolnwood Village Hall – Council Chambers

June 12, 2012

*Draft Minutes*

### CALL TO ORDER

The meeting was called to order at 7:35 P.M.

### PRESENT AT MEETING

Park Board Members: Demerise Gratch, Gail Ito, Art Lovering, Laura Tomacic, Barbra Pabst, Barry Bass, Judy Snyder

Parks and Recreation Department Staff: Jan Hincapie, Jan Springer, Andrew Thurman, Katie Smith

Village Board Liaison: NA

Audience: NA

### APPROVAL OF MINUTES

On motion Snyder/Ito to approve the regular meeting minutes of May 8, 2012 meeting. 7-0, motion passed.

### AUDIENCE PARTICIPATION

- A. **Letter from HIAS Chicago** – Thanked the Village for co-sponsoring the naturalization event.

### OLD BUSINESS

- A. **Plaque Size Modification for HIAS Chicago**

**Thurman** – HIAS Chicago needs to slightly extend the size of the plaque due to the number of donors they have.

On motion, Ito/Lovering move to approve HIAS extending size of plaque listing donors as presented by staff. 7-0, motion passed.

- B. **Lincolnwood Centennial Park Sign Subtitle**

**Hincapie** – HIAS Chicago would like the sign to read “Home of HIAS Chicago Freedom Grove” adding the word Chicago to the sign.

**Gratch** – Opposed to adding Chicago to the sign. Would support leaving HIAS on the sign or removing HIAS leaving just “Home of the Freedom Grove” instead.

**Pabst** – Opposed to adding Chicago to the sign.

**Ito** – Having Chicago on the sign would be confusing. Opposed to having Chicago on the sign.

**Bass** – Opposed to having Chicago on the sign.

On motion, Snyder/Ito move to deny HIAS request to add Chicago to the signage reading “Home of Chicago HIAS Freedom Grove”. 7-0, motion passed.

On motion, Ito/Snyder move to support signage reading “Home of the HIAS Freedom Grove” or “Home of the Freedom Grove”. 7-0, motion passed.

**Hincapie** – This will be presented at the Committee of the Whole Village Board meeting on June 19, 2012. Please attend to voice your opinion.

### NEW BUSINESS

- A. **Parks and Recreation Month Proclamation**

**Hincapie** – National Park and Recreation Association declares July is Parks and Recreation month. This year’s theme is “Go Wild” as noted on their website. Proclamation will be read at the June 19 Village Board meeting. All board members are encouraged to attend.

On motion, Ito/Snyder to recommend a resolution declaring July to be Parks and Recreation month in Lincolnwood. 7-0, motion passed.

**DIRECTOR’S REPORT**

Commend staff for their work preparing for the summer season. Market and Music kicks off on June 21. Land at the corner of Oakton and McCormick in Skokie is being cleaned up resulting in trucks hauling waste out of the site. Skokie originally wanted trucks to go through Lincolnwood on Touhy to reach the Edens. They have revamped their plans and are now looking into other routes. Preliminary conversations have started with the Skokie Park District to offer resident rates to Lincolnwood residents for membership to Fitness First at Weber Center.

**RECREATION STAFF REPORTS**

- A. SUPERINTENDENT OF RECREATION – JAN SPRINGER**  
Thanked Katie Smith, Melanie Unterfranz and Monica Kim for their efforts thus far preparing for the start of camp. Market and Music will feature bingo each week sponsored by Hampton Inn and Suites with five VIP overnight stays to be used as prizes for the winners of each game. Activities are being planned for each week including swing dance lessons, laser tag, mural making and a chef demonstration.
- B. SUPERINTENDENT OF PARKS AND FACILITIES – ANDY THURMAN**  
Pool is up and running with minor mechanical issues. Concession stand is going well. Swim team has started practicing; lessons begin next week.
- C. COMMUNITY CENTER PROGRAM SUPERVISOR, KATIE SMITH**  
Have been busy preparing for camp. Numbers are up for full session registrations this year. This week’s staff training has been formatted like a conference with several breakout sessions each day. Thanks for **Ito** for presenting to staff today. Thank you to all who attended the Memorial Day celebration.
- D. COMMUNITY OUTREACH COORDINATOR, GENELLE IOCCA**  
As noted in report.
- E. YOUTH PROGRAMS COORDINATOR, MELANIE UNTERFRANZ**  
As noted in report.

**Snyder** – Have had a wonderful time at the pool. On hot days, the pool is full and there is no parking to be had. Glad the 200 passes were not released to non-residents.

**Pabst** – Have never seen two computers in operation at the front desk of the pool. Lines get really long on hot days.

**Snyder** – Would a swipe card system work for pool members? Employees from L’woods are parking in the pool parking lot. Could we put up signs or police it better?

**Hincapie** – Staff will contact L’woods management to let them know that employees are no longer able to use the lot now that the pool is open.

**Bass** – Are the drains compliant?

**Thurman** – Yes, we are in compliance.

**Bass** – There have been issues at Central Park with guests using foul language, excessive cars, partying in cul-du-sac.

**Thurman** – Will have Park Patrol monitor the park more closely.

**Ito** – You should call the police if you see misconduct.

**Thurman** – Issues on Sunday with a soccer rental. Police were called for misconduct. One participant was removed from the league for her behavior.

**Ito** – Pedal the Parks was a really nice event!

**Tomacic** – How did Wine Fest go over the weekend?

**Smith** – They had 70 in attendance of Saturday and 130 on Sunday. Used a Groupon to advertise the event reaching a younger demographic.

**ADJOURNMENT**

On motion, Snyder/Ito to adjourn the meeting at 8:12 P.M.

Park Board Minutes prepared by: Jan Springer, Superintendent of Recreation

Parks and Recreation Board President:

\_\_\_\_\_

Signature

\_\_\_\_\_

Date



**ComEd and Union Pacific Proposed Bike Paths  
Public Hearing**  
Tuesday, June 12 2012 – 6:30PM  
Lincolnwood Village Hall – Council Chambers  
*Draft Minutes*

**CALL TO ORDER**

The meeting was called to order at 6:35 P.M.

**PRESENT AT MEETING**

Park Board Members: Demerise Gratch, Gail Ito, Art Lovering, Laura Tomacic, Barbra Pabst, Judy Snyder  
Parks and Recreation Department Staff: Jan Hincapie, Jan Springer, Andrew Thurman  
Village Contractors: Jim Gamble, Village Landscape Architect, Steve Berecz, Village Engineer  
Audience: Barbara Myers, 6742 N. Keneth, Gloria McGuire, 3725 W. Columbia, Karen Nolan, 6852 N. Kilbourn, Prem Dedhia, 6630 N. Kenneth, Barbara Gawel, 6949 N. Kolmar, Sandy Hardesty, 7373 N. Cicero, Dave Wietecha, 7373 N. Cicero, Seth Snyder, 7267 N. East Prairie

**PRESENTAION OF CONCEPTUAL PLAN** – Plan approved in 2006 to provide continuity to a regional bikeway system linking Chicago and surrounding suburbs with two major types of routes – on-street and off-street shared trails. Off-street routes provide safe areas for cyclists and walkers and decrease congestion.

U.P. – located on the east side of Lincolnwood extending from Devon to Touhy

ComEd – located on the west end of Lincolnwood extending from Devon to Jarvis

**FUNDING** – Four Congestion Mitigation Air Quality (CMAQ) grants were received for acquisition and construction of the U.P., construction of ComEd and overpass at Touhy on ComEd. No money will be borrowed. 80% of cost covered by federal government

**TIMELINE**

2014 – Acquisition of U.P.  
2015 – Construction of U.P.  
2015 – Construction of ComEd  
2016 – Construction of Touhy Overpass

**PUBLIC INPUT**

**Gawel** - Concerned with the impact on residential area. No need for the bike paths.

**Dedhia** - No need for it. Concerned taxes are going to increase with home values. No need for Chicago residents to ride their bikes through Lincolnwood. McCormick and Caldwell are both used for biking. Can't find parking spaces as it is in Proesel Park because of Chicago people. Lincolnwood should charge for parking for non-residents.

**Hardesty** - Publications International has 300+ employees and welcomes the idea of bike paths in Lincolnwood. Will be great for employees to bike to work, which will cut down on parking. Concerned with people driving to the bike path and parking in their lot. Also concerned with the amount of traffic coming into an already busy area and for people being on their property on the weekends and the liability associated with it.

**Myers** - Where is the additional 20% of the funding coming from?

**Hincapie** – Village has reserves for projects like this. Have budgeted for it in the Five Year Capital Plan, spreading the cost over a number of years. Parks and Recreation Department also brings in revenue. There will be no increase to your taxes to fund this project.

**Nolan** - Concerned with crossings at Pratt.

**Berecz** – Crossings will include flashing beacons activated by a push button system

**Ito** – Many projects require engineering work. We have to be proactive in developing plans to stay in line with plans for Chicago and Skokie so that a full bike plan can be put in place.

**Lovering** – The ComEd line connects to the new Skokie Swift station.

Nolan - When is Skokie supposed to complete their work?

**Berecz** – Anticipated in 2012 but may be 2014.

**Ito** – Bike paths will help kids be safer.

**Gawel** - Not happy about having a bike path in my backyard.

**Dedhia** - Unhappy with Chicago people coming through Lincolnwood.

**Lovering** – The people primarily using the bike paths will be people in the community. Bike paths are relatively quiet with walkers and bikers.

Nolan - Will the same sort of devices be used for crossing Devon as Pratt?

**Berecz** – Yes, same device

**Snyder** - I bike into Chicago regularly and the most dangerous areas are in Lincolnwood – crossing Devon – not in the city. Will the plans include integration for water detention?

**Berecz** – Yes

Nolan - How will you address the Skokie/Lincolnwood border on Lincoln?

**Berecz** – Medians, bump-outs

**ADJOURNMENT**

Meeting was adjourned at 7:30 P.M.

Public Meeting Minutes prepared by: Jan Springer, Superintendent of Recreation

Parks and Recreation Board President:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Request For Board Action

**REFERRED TO BOARD:** July 17, 2012

**AGENDA ITEM NO:**

**ORIGINATING DEPARTMENT:** Parks & Recreation

**SUBJECT:** Approval of a Recommendation by the Parks and Recreation Board to Adopt an Ordinance Waiving Chapter 6, Article 3, Section 2 of the Village Code that Governs Park Hours, Extending the Closing of the Park to 11:30 pm on the Friday and Saturday of the 2012 Lincolnwood Fest

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

The Friends of the Community Center Committee will once again plan and implement Lincolnwood Fest, a four day festival in Proesel Park. The event will be held August 2-5, 2012. Music, food, a beer/wine tent, a car show, pancake breakfast, business exposition and a carnival will be featured as part of the weekend's activities.

Hours for the event are as follows:

Thursday - 5:00-10:00 pm  
Friday - 5:00-11:00 pm  
Saturday - Noon-11:00 pm  
Sunday - 10:00 am - 10:00 pm

Per Ordinance, Proesel Park is closed from 11:00 pm to 6:00 am. The Police Department has asked to extend closing hours for the park to 11:30 pm on Friday, August 3 and Saturday, August 4. The operating hours of the Fest will not change and park activities will cease at regular closing time. The change is being proposed so the park can be illuminated until 11:30 pm, allowing for safe passage out of park at the end of the night.

**FINANCIAL IMPACT:**

None

**DOCUMENTS ATTACHED:**

1. Proposed Ordinance
2. Draft Minutes of the July 10, 2012 Parks and Recreation Board Meeting

**RECOMMENDED MOTION:**

**Move to approve** an Ordinance to extend park closing hours to 11:30 pm on Friday, August 3 and Saturday, August 4 for Lincolnwood Fest 2012.

**VILLAGE OF LINCOLNWOOD**

**ORDINANCE NO. 2012-\_\_\_\_**

**AN ORDINANCE WAIVING ENFORCEMENT OF SECTION 6-3-2(B)  
OF THE MUNICIPAL CODE OF LINCOLNWOOD  
ON FRIDAY, AUGUST 3, 2012 AND SATURDAY, AUGUST 4, 2012  
FOR LINCOLNWOOD FEST**

ADOPTED BY THE  
PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF LINCOLNWOOD  
THIS \_\_\_\_ DAY OF JULY, 2012.

Published in pamphlet form  
by the authority of the  
President and Board of Trustees  
of the Village of Lincolnwood,  
Cook County, Illinois  
this \_\_\_\_ day of \_\_\_\_\_, 2012

**ORDINANCE NO. 2012-\_\_\_**

**AN ORDINANCE WAIVING ENFORCEMENT OF SECTION 6-3-2(B)  
OF THE MUNICIPAL CODE OF LINCOLNWOOD  
ON FRIDAY, AUGUST 3, 2012 AND SATURDAY, AUGUST 4, 2012  
FOR LINCOLNWOOD FEST**

WHEREAS, the Village of Lincolnwood is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs; and

WHEREAS, the Friends of the Community Center Committee plan to host the 2012 Lincolnwood Fest ("*Fest*") in Henry A. Proesel Park ("*Park*") Thursday, August 2 through Sunday, August 5, 2012; and

WHEREAS, the Fest is scheduled to end on Friday, August 3 and Saturday, August 4, 2012 at 11:00 p.m.; and

WHEREAS, pursuant to Section 6-3-2(B) of the Municipal Code of Lincolnwood, as amended ("*Village Code*"), no person shall be or remain in the Park between the hours of 11:00 p.m. and 6:00 a.m. on the following day, each and every day of the year; and

WHEREAS, the Village desires to extend the closing of the Park until 11:30 p.m. on August 3 and August 4, 2012, to afford visitors to the Fest an additional half-hour to exit the Park; and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interests of the Village to waive the enforcement of Section 6-3-2(B) of the Village Code, in accordance with this Ordinance, to allow visitors to the Fest to remain in the Park until 11:30 p.m. on August 3 and August 4, 2012;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNWOOD, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2. WAIVER. The Village President and Board of Trustees shall, and do hereby, waive the enforcement of Section 6-3-2(B) of the Village Code to allow visitors to the Fest to remain in the Park until 11:30 p.m. on August 3 and August 4, 2012.

SECTION 3. SEVERABILITY. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to

achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED this \_\_\_\_\_ day of July, 2012.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTENTION: \_\_\_\_\_

APPROVED by me this \_\_\_\_\_ day of July, 2012.

\_\_\_\_\_  
Gerald C. Turry, President  
Village of Lincolnwood, Cook County, Illinois

ATTESTED and FILED in my office the  
\_\_\_\_\_ day of July, 2012.

\_\_\_\_\_  
Beryl Herman, Village Clerk  
Village of Lincolnwood, Cook County, Illinois

#11346348\_v1

Wednesday, June 13, 2012

Dear Mr. Mayor,

As a lifelong resident of Lincolnwood and now having crossed the century milestone as a city, I am increasingly appreciative of the value of finding creative ways to preserve our local history.

Metra, the regional railroad, is in the process of doing some construction at the station in Edgebrook. While Edgebrook is certainly outside of Lincolnwood borders, for many of us, especially here in the western part of town, that station is definitely "our station." Anyway, I was sorry to learn Metra intends to get rid of the shelter on the east side of the tracks as part of this project.

I would be delighted to see Lincolnwood acquire that shelter and move it into one of our parks. Picnic tables or benches could be placed under it, and it could serve as a shady place for people to relax, picnic, or run for cover when a sudden rain comes through.

Having a hobby interest in railroad history, I think of that shelter having stood all these years in Edgebrook going back to the days when steam powered Milwaukee Road "Hiawathas" barreled through at over 100 mph. As a daily commuter through Edgebrook today, and in years past having set out or returned from much longer train journeys at Edgebrook, that shelter has come to mean something to me personally as well.

On a practical level, while some minor repairs are needed to the structure, the skeleton of that shelter as far as I can see is extremely sound and constructed of some impressive 6x6 and 4x8 timbers which give it real character in my opinion.

The dimensions are 45' long and 11' wide. Knowing entire houses (and train stations) far larger than that shelter have been lifted off of foundations and successfully moved to new locations, I believe moving that shelter would be a very realistic task.

Well aware that we find ourselves in an era of stressed budgets, I would like you to know I would be willing to personally contribute financially in the four digit range to a commitment to relocate that shelter into a Lincolnwood park as my gift to the community. In addition, to use a Habitat for Humanity phrase, I would be willing to volunteer some "sweat equity" and at least help with some of the minor repairs which are needed.

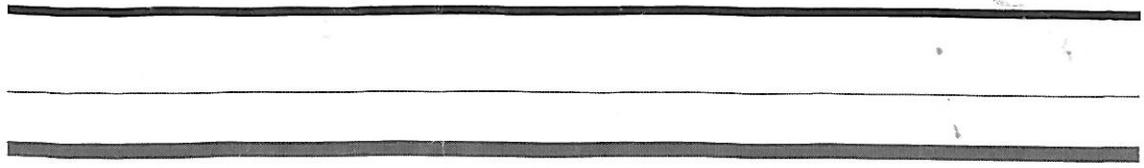
Finally, if anything is to be done to preserve this shelter, we will need to move quickly. Though I don't have a definite timetable, I see that Metra is redoing each half of the northbound platform separately; they are making good progress on the one half and will then move to the other half where the shelter stands in their way, so time is of the essence.

Please let me know as soon as possible whether you have any interest in my vision - 677-4138. I am enclosing a picture of the station shelter for your consideration and would encourage you to go examine it in person if you are at all inclined. I can offer a few more details and we can discuss what would need to be the next steps as well as some park locations I had in mind if there is the desire to preserve the Edgebrook shelter in what I think would be a creative, meaningful, and practical way.

Thank you for your time and consideration.

*Sincerely,  
Mark*

Mark (Kristoff)





## DIRECTOR'S REPORT

July, 2012

Jan Hincapie, Director of Parks and Recreation

[jphincapie@lwd.org](mailto:jphincapie@lwd.org)

### **Promenade Ribbon Cutting**

You should have all received an email invitation to the Ribbon Cutting Ceremony for the Village Promenade on Tuesday, July 17 at 7 pm. We hope you can join other residents in celebrating the completion of this beautiful space!

### **Promenade Naming Contest**

The Village held a promenade naming contest with the deadline of July 1. Approximately 50 entries were received. The Village Board will be discussing these possibilities at the July 17 Committee of the Whole.

### **Accreditation**

Megan Hadler, one of our seasonal staff with parks and recreation experience, will be in the office to continue our work on this project this summer. We are hoping that the review of the Personnel Policy Manual by the Administrative Staff is completed by September so we can have our official visit in the October timeframe. The review of the manual is a required standard, so we have to have proof of its review and approval before moving forward.

### **Bike Paths**

Village Manager Wiberg just sent a letter to ComEd to let them know that Costco will not be occupying the Purple Hotel site. Previously, ComEd had alerted our department that they wouldn't be able to release the lease for the portion of the right-of-way from Touhy to the intersection of Lincoln and Jarvis because Costco had made an inquiry a number of months ago. When I let them know that Costco probably wasn't going to develop the property they asked that the Village write a letter. Hopefully, this will initiate the issuance of the lease for the entire length of the trail.

I have asked the attorneys to do a title search and land-use analysis of the ComEd and Union Pacific rights-of-way so we can determine if there are any agreements, leases, or property transfers that would impact our development of the bike paths. As you may

know, there are a number of areas that have been infringed upon by adjacent property owners.

### **HIAS Freedom Grove Reception**

The HIAS Freedom Grove reception was held on Thursday, June 21 at Lincolnwood Centennial Park. The event was the result of a team of Village employees including Andy, Ashley Engelmann of Public Works and numerous Public Works employees. HIAS appeared to be pleased with the space and the outcome of the event.

### **Lincolnwood Centennial Park Phase II Development**

Staff just submitted the semi-annual report to the Illinois Department of Natural Resources for the OSLAD grant that is covering 50% of the cost of this project. The project is moving along nicely and appears to be on schedule. If anyone would like to go on a tour of the construction, please let us know.

### **Special Recreation Levy**

The Village Manager has asked our department to conduct a survey of other parks and recreation agencies about the use of their special recreation tax levy. State statute was passed to create this levy to fund operational costs and accessibility issues related to the federal Americans with Disabilities Act enacted in 1990. Lincolnwood just recently started using the levy to fund the costs associated with its participation in Maine-Niles Association for Special Recreation (MNASR), which includes the membership contribution and the cost of conclusion which is approximately \$130,000 annually.

The levy can also be used to fund the portion of capital projects, equipment and facility improvements that are done to be in compliance with the ADA. Some examples would be the pour-in-place material used in playgrounds to allow for wheelchair access and the handicapped accessible path to the channel in Lincolnwood Centennial Park. Equipment purchases that would qualify would include the handicapped lifts being purchased for the pools and handicapped swings in the parks.

Prior to the next budget cycle staff will present the survey information to the Village Board so they can determine if they want to utilize the levy for capital improvements and purchases/improvements necessary for ADA compliance.



## **Superintendent of Recreation's Report**

Jan Springer, CPRP

**July 2012**

jspringer@lwd.org

### **Website Updates & Enhancements**

The Parks and Recreation homepage has been updated on a weekly basis. We are currently featuring the new Village Hall Promenade Ribbon Cutting Ceremony and brick campaign, Summer Market and Music Series information and link to dedicated page, Multicultural Task Force invitation for new members and a day camp photo highlighting this week's hit activity – tie-dyeing camp T-shirts! Next week we will feature a pool picture and updated photos from the Market and Music event on July 5.

### **Social Club**

The August-September newsletter is nearing completion. There will be a new senior exercise class offered on Monday mornings called "Stay Active-Dance-Feel Great" that I'm sure will be a big hit with our regular Tuesday/Thursday fitness enthusiasts. Day trips continue to be popular with our members. Upcoming outings include Lake Geneva Lake Tour and Lunch at The Abbey, Xanadu at Drury Lane Theater, Dream Girls at Lincolnshire Marriott and Singin' in the Rain at Drury Lane.

### **Fall Brochure**

The fall brochure is in the second draft stage with an anticipated delivery date of late July/early August. I am working with the graphic artist on updating the look of some of the pages to make them more appealing/eye catching. We have updated the registration form to make it more user-friendly and are adding artwork from District 74 students and updated photos.

### **Turkey Trot**

Believe it or not, the 2012 Turkey Trot is right around the corner! We are partnering with Active.com to handle the online registration portion of the event. Since using RecTrac for online registration, we've received a great deal of complaints from non-users on the registration process. Active.com is very well known in the running community, so we feel confident the process will be simplified and hope to increase participation as a result of the switch. As part of the registration piece, we will also do some innovative advertising with Active including "Schaggle" daily deals, and banner ads on their website and event calendars.

In 2011, we listed the Niles Township Food Pantry as the beneficiary of the event. I believe it adds value to have the charity listed on promotional materials. We would like to once again partner with the Niles Township Food Pantry, or a similar organization of your liking, and add that notation to the brochure pages and other relevant promotional materials. Please bring your ideas to the July 10 board meeting for discussion and vote.



## **Superintendent's Report**

**July 2012**

Andy Thurman, Superintendent of Parks and Facilities [athurman@lwd.org](mailto:athurman@lwd.org)

### **Pool**

The pool season is already halfway through and numbers are great. Through this season we have seen almost 6,000 more people come through the doors than last year this time. We have not had to close at all due to reaching capacity. We had our first health inspection during June and passed. We had a couple maintenance items that needed to be purchased to follow up with our inspection. We now have a gate across the filter room doors and more screws on some of the drain baskets in the kiddie pool. Staff continues to have in-service training on Saturday mornings. During these trainings they practice red-shirt drills, CPR, and they do conditioning drills. We continue to see resident memberships purchased for the pool this year.

<b>Membership</b>	<b>Individuals 2012</b>	<b>Individuals 2011</b>	<b>Individuals 2010</b>
Individual	75	60	69
College	0	17	14
Senior	59	73	64
Senior Couple	70	68	60
Family of 2	162	118	136
Family of 3	351	375	303
Family of 4	540	568	512
Family of 5	345	210	320
Family of 6	174	114	174
Family of 7	84	77	70
<b>Total</b>	<b>1,860</b>	<b>1,680</b>	<b>1,722</b>

### **Summer Softball**

We are halfway through our summer softball season and we have not had a rainout yet. Since the lights were installed we have started playing double-headers on Friday evenings and will use the second field on Wednesday nights for make-up games. This will alleviate the season extending into late August and early September.

Softball will not be played during Lincolnwood Fest.

**Lincolnwood Centennial Park**

Many members of the Park Board saw the new garden at Centennial Park and the newly planted trees. The parking lot and paths should be paved in mid-July and the stone steps and retaining wall along the edge of the amphitheater will be completed

The pads for the disc golf course have been poured and we are waiting for the baskets to be installed. Everything is moving along nicely.

**Park Patrol**

Please see attached report

**Park Inspections**

Please see attached report

PARK PATROL REPORT  
JUNE 2012

- Assists with the installation and removal of all bases for Lincolnwood Parks and Recreation Softball games on Sunday, Wednesday and Friday.
- Continued to check Goebelt Park during the month of June after complaints. Several times each evening the bike Park Patrol staff would ride to Goebelt and check the area where there were complaints of drinking and loitering. There were bottles found, but nothing else.
- Park Patrol is always turning in complaints of maintenance issues or rental issues to Andy Thurman who routes everything to the proper staff for repairs and follow-ups.
- Park Patrol escorts the concession stand staff out to their cars each night. This ensures safety of both the facility and staff.
- Park Patrol checks in with the pool staff every shift to make sure everything inside of the pool is ok. There have been several issues where members have been escorted out by Park Patrol due to unruly behavior.
- Park Patrol has assisted with field maintenance after a couple heavy storms on the weekends. They work with the weekend maintenance staff to make sure fields are playable.
- Every weekend there are rentals in the shelter and Park Patrol has continued to check in with the guests and check permits.

Park Patrol Supervisor  
Vic Kast

# Playground Inspection Report Summary

**Date(s) of Inspection:** June 25 & June 26

**Inspector:** Andy Thurman

## Hazard Ranking System

- #1 – Condition should be corrected immediately, hazard level high
- #2 – Condition should be corrected as soon as possible, hazard level low
- #3 – Condition is aesthetic, brings the appearance of the park down
- #4 – ASTM Standard, will be fixed when the park is remodeled

## **PROESEL PARK**

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Please rake the sand area.
#2	PW		Multiple areas need mulch. (swings, slides, fire pole)

## **KENNETH PARK** (Equipment New 2009)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Please remove the graffiti from the back of the rules sign in the park.
#2	PW		Please add mulch to the swing area of the park.

## **KILDARE PARK** (Equipment New 2007)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#2	PW		Please add mulch to the swing area of the park.
#3	PW		Please remove white graffiti from tunnel window

## **GOEBELT PARK** (Equipment new 2007)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#2	PW		The railroad ties are rotting.
#2	PW		Please check the screws on the railroad ties. They are sticking up

## **O'BRIEN PARK**

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Please look at the bottom of the water fountain, it is missing a piece
#1	PW		There is a large tree branch from the storm laying across the sidewalk
#3	PW		The swing area needs to be mulched

## **ROSSI PARK** (Equipment New 2009)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
N/A	N/A	N/A	N/A Nothing to report

## **COLUMBIA PARK** (Equipment New 2006)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#2	PW		There is a missing bolt on the blue wall
#3	PW		The water fountain needs to be painted

## **CENTRAL PARK**

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#2	PW		The top of the exit of the slide is very sharp
#2	PW		Please mulch by the swings
#3	PW		Wind screens on tennis courts need to be tightened.

## **DRAKE PARK**

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#2	PW		The spring equipment is loose, please tighten
#3	PW		The trash lids are not secured to the cans
#2	PW		Please mulch under the swings

**SPRINGFIELD PARK**

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#2	PW		Please replace the S hooks on the swings with closed hooks

**G.G. ROWELL PARK**

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#2	PW		Graffiti on the bridge
#2	PW		Graffiti on the green post near the bridge
#2	PW		Please mulch the spring equipment area

**FLOWERS PARK**

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Please sweep the tennis courts. There is a lot of debris
#2	PW		The picnic bench is missing a piece
#1	PW		Please remove the old spring motorcycle. It is rotted out.



**Community Center Program Supervisor Report**

**July 2012**

Katie Smith

ksmith@lwd.org

**Summer Camp**

We are three weeks into day camp and registration numbers are strong! Below is a breakdown per camp (as of 7/2/2012 at 1:00pm) including both the full session and Pick-a-Week registration.

Day Camp Program	Session 1		Session 2		Pick-a-Week	
	2011	2012	2011	2012	2011	2012
Tessville Tots	11	6	5	4	10	0
Prairie Dogs	25	33	20	18	45	27
Little Lincolns	38	57	11	30	115	89
Camp Potawatomie	19	35	28	36	57	74
Rutledge Rockets	30	41	32	37	101	131
Adventure Camp	62	28	31	18	99	63
Camp 74	70	55	NA	NA	NA	NA
Warm-Ups	4	11	10	8	12	11
Overtime	16	45	34	29	29	57
<b>TOTAL</b>	<b>275</b>	<b>311</b>	<b>171</b>	<b>180</b>	<b>468</b>	<b>452</b>

We have had a few staffing changes this summer but have had some fantastic staff step up and take on new roles. We have new supervisors at Adventure Camp (Nicole Saez), Camp Potawatomie (Angie James), Little Lincolns (Sharlene Crawford), and Camp 74 (Michelle Meiri). All of our “new” supervisors are veterans to the program but new to supervisor positions. We thank them for stepping up and know they are capable of running a safe and enjoyable camp.

Summer camp means field trips and buses. We’ve really had to work with Alltown closely. With all camps located in Proesel Park, we have been able to operate with only one daily bus that also functions as a field trip bus when possible. We feel we have a good system and hope to continue this throughout the rest of the summer.

We have had some wonderful verbal parent feedback and have used their suggestions for immediate improvements/changes. Surveys will be going out via Constant Contact to all Pick-a-Week and Session I camp families. This information will be shared in the end of season day camp report.

**Community Center**

The new and improved kitchen is up and running at the Community Center. Thanks to Public Works for all of their hard work. The kitchen is now a full functioning kitchen with an electric oven and venting microwave. This is another great addition for prospective renters.

The summer months are slower months for Community Center activity. We have had to cancel the two morning Zumba classes and Saturday morning Tae Kwon Do due to low enrollment. We have only four rentals scheduled this month, which is right in line with 2011 rentals for July.

**Fall Programming**

This fall we are offering new types of Zumba at the Community Center. We have had such a successful program that our instructors are broadening their horizons to reach different members of the community. We will be offering our regular Zumba classes as well as:

- Zumba Gold – for first time Zumba participants and older adults
- Zumba Sentao – chair-based choreography to strengthen, balance and stabilize your core
- Stay Active-Dance-Feel Great – exercise dance class designed specifically for older active adults



## **Community Outreach Coordinator Report**

**July 2012**

Genelle Iocca

giocca@lwd.org

### **Summer Market and Music**

The kick-off evening featured Caribbean sounds from Mr. Meyers Band and delicious foods and crafts from fourteen vendors and two non-profits. A kids' area was set up with simple games and face painting, which was a big hit. Free bingo drew about 25 people of all ages. The chance of winning one of the five hotel stays at the Hampton Inn and Suites was very good!

The crowd for the event was quite varied with a wide age range present as well as singles, couples, families, etc. Overall about 250 people attended the first week of the event. Everyone had a smile on their face and was in a good mood. All vendors felt they earned enough to return the following week. Success!

Week two faced some pretty tough weather challenges with the temperature rising to 98 degrees during set-up and lightening detected in the area with a small amount of rain after the market began. The ball fields were also empty due to weather conditions. Many of the vendors did not attend the second week due to the extreme heat. Eight vendors braved the weather conditions and had fewer sales than the week before, agreeing the weather kept some people home. However by the time The Flat Cats began to play at 7pm, the temperature had cooled down, the rain had stopped and the event drew about 100 people for the concert. Again, all ages attended the event. The ethnic diversity of the crowd continued to increase, and the kids' area was busy. The band was excellent, there was quite a bit of dancing, and everyone seemed to have a relaxing, fun time. Again, success!

The setting for the event this year is quite nice. The trees shade the vendors and the pathway for shoppers as well as the kids' area. The open grassy area in front of the tent provides a lovely, somewhat shaded cool place to sit and enjoy the festivities. The vendors really like the setting as do the attendees. The close proximity to the ball fields and pool has really helped with attendance. All in all, the location is working out perfectly.

The week of July 5 The Lincolnwood Chamber Orchestra will be playing American music selections and mural making will be available for all. On July 12, there will be free ultimate laser tag set up from 5-8:30pm in the open grassy area for anyone to play. Adults and kids alike are encouraged to join in the fun. Two teams of five can play at one time. On July 19, Swedish Covenant Hospital is sponsoring a chef demonstration conducted by Whole Foods Market that begins at 6:30pm.



We have included additional advertising this year for the Market and Music. A color ad was placed in the local Sun-Times that circulates in Skokie, Lincolnwood, Morton Grove, Niles, Park Ridge, Norridge-Harwood Heights, Evanston, Wilmette, Winnetka, Glencoe, Glenview, and Northbrook. We have also had a video produced to run before every movie at the movie theatres in Village Crossing, Old Orchard Mall, Golf Mill, and Evanston. The Skokie Patch sent an email blast, and the Evanston TribLocal has it listed on their online events calendar. We also created a dedicated webpage on the Village website for the Market and Music. It lists all the event details. In addition, emails have been sent to addresses of last year's farmers market and concerts in the park attendees as well as all people in our Parks and Recreation database.

### **Fridays for the Family**

On June 22, the new Summer Market and Music Series was promoted at the Lincolnwood Town Center from 5:30-6:30pm. On July 20, British Soccer Camp will be promoted with a camp instructor on site to practice simple kicking moves with kids.

### **Themed Birthday Parties**

The birthday parties held in June went very well. Word of mouth is really helping with future bookings. We are currently looking for additional staff to facilitate the parties.

### **Senior Social Club**

I continue to help Jan Springer with the senior activities. This month I assisted with outings to Libertad, Smoque BBQ, Mykonos Restaurant, Movie and Lunch (War Horse), Arlington Park Racecourse, Mix 'n Mingle and the Friday Walking Club.

### **Passport to the World**

Save the date! This year's Passport to the World event will be held on September 8. Stay tuned for more details.



## **Youth Program Coordinator Report**

**July 2012**

Melanie Unterfranz

[munterfranz@lwd.org](mailto:munterfranz@lwd.org)

### **Summer Camp**

We had our first Parent Lunch Date at camp on Friday, June 29. Parents were invited to bring their lunch and join the campers in the Proesel Park. Although the weather didn't cooperate, we had a nice turnout, especially with our younger campers.

Upcoming camp highlights include:

- Reptile Man visits camp!
- Prairie Dogs will visit the Kohl Children's Museum.
- Sunshine Arts and Crafts be out to wow us with their creativity!
- Little Lincolns and Camp Potawatomie will enjoy Cinderella at the Metropolis Theater in Arlington Heights.
- Camp Potawatomie will head to The Grove and Wilmette Gymnastics.
- Rutledge Rockets and Adventure Camp are taking in Milwaukee Brewers and Chicago Sky games.
- Adventure Camp will travel to Rink Side Sports and Rainbow Falls.

A few great themes that our campers have enjoyed during the first three weeks include:

- Fiesta Week complete with picture frames, maracas and a piñata
- Space Week featuring alien head bands and a visit to the library to look at space books
- Dinosaur Week where campers went digging for dinosaur bones in the sand just like real archeologists
- American Ninja Week with everything red, white, and blue

Movie in the Park is scheduled for July 25 beginning at dusk. This year's movie is "How to Train Your Dragon," so come out and join us! The movie will be shown in the Proesel Park shelter.

### **Youth Classes**

Debbi Brodski's "Musical Theatre" program has outgrown the Community Center, so she will be moving to a larger location beginning this fall. We wish her the best of luck!

Fall afterschool classes include Chess Wizards, Tae Kwon Do, Computer Explores and our traditional sports classes – all held at Rutledge Hall. Sunshine Arts and Crafts will offer a brand new program, Amazing Art, at Todd Hall beginning in the fall.