



**Lincolnwood Parks and Recreation Board Meeting**  
Lincolnwood Village Hall – Council Chambers  
August 12, 2014

**CALL TO ORDER**

The meeting was called to order at 7:03 P.M.

**PRESENT AT MEETING**

Park Board Members: Demerise Gratch, Barry Bass, Sarah Hardin, Art Lovering, Laura Tomacic, Jennifer Spino Absent: Gail Ito

Parks and Recreation Department Staff: Jan Hincapie, Director of Parks and Recreation

Village Board Liaison: Trustee Craig Klatzco

Guests: Beryl Herman, Village Clerk and Qui Lam, Grossinger Auto Group

**APPROVAL OF MINUTES**

On motion, Hardin/Tomacic to approve the meeting minutes of the July 8, 2014 as presented. 6-0, motion passed. Board Member Lovering commended Superintendent Gamroth on capturing every conversation that occurred at the meeting.

**AUDIENCE PARTICIPATION/LETTERS FROM THE PUBLIC**

None

**OLD BUSINESS**

**A. Feedback Regarding the 2014 Lincolnwood Fest**

**Hincapie** – Soliciting input for a wrap-up meeting with Barb Faermark.

**Lovering** – The carnival looks better every year and the car show runs like clockwork. He also stated that the wrestling was corny, but fun. He thought the food was okay, but maybe it is time for an upgrade. He stated that he was, overall, very pleased. It is well-run and clean.

**Hincapie** – It is difficult to get food vendors. It is expensive to have a mobile operation. They intentionally keep the number of food vendors to a minimum so it is worth their while to set up for the four days.

**Gratch** – Barb Faermark seems to have a ton of energy. I watched her and wondered how she does it!

**Klatzco** – Commented that he appreciated the temporary crosswalk that had been painted across Lincoln Avenue

**NEW BUSINESS**

**A. Request from Grossinger Auto Group for an employee picnic in Proesel Park on September 14, 2014 from 1:00-4:00 pm**

**Hincapie** introduced Qui Lam, Caroline Grossinger's assistant who was representing Grossinger for this request. Ms. Lam said that Grossinger is humbled at the opportunity to have their employee picnic right in their own backyard.

**Hincapie** presented an excerpt from the Village Code that illustrated the requirement for approval from the Park Board to have over 150 people in the park. Grossinger is requesting to have 300 people attend. Hincapie had met with the other Department Heads in the Village to discuss the request. Fees will be charged for the use of the baseball, volleyball and basketball courts at a rate of \$40 per hour. Two Public Works staff will be on duty that day to assist with set-up and clean-up in an amount not to exceed \$907.61. The shelter rental cost is \$200 for the day. There will be an extra Park Patrol staff person on duty, as well. Additional grills will be allowed and inspected by the Fire Department. A "bounce house" will be erected after JULIE lines have been marked and a certificate of insurance has been received. There will be a disc jockey, but no permit is needed. The Parks and Recreation Department will let Grossinger use their large camp coolers for no charge. The Aquatic Center Parking lot will be designated for their use, plus the parking around the park and on Village streets, if necessary.

There is also Community Center rental that day with 200 people expected. The Village Hall parking lot will be designated for their use, as well as parking along Lincoln Avenue, around the park and on Village streets, if necessary.

Members of the Board and staff made suggestions to Grossinger regarding their event:

**Gratch** – suggested a shuttle to bring people from outlying areas to the park and asked Grossinger to Encourage carpooling.

**Bass** – suggested that Grossinger think about valeting cars.

**Lovering** – suggested wristbands for employees so they can identify guests at the picnic. He also asked what happens in the event of bad weather.

**Gratch** – suggested providing maps to the park for out-of-towners

**Hincapie** – let them know that the 40 x 40 tent that is erected by the pool is available for rental. Asked that they let us know if they are interested because it will be taken down within the next couple of weeks not that camp and concerts are over.

**Gratch** – suggested signage in the park at parking lots so they are designated for specific groups

Hincapie will follow up with Grossinger in writing regarding the terms of the rental. On motion, Bass/Tomacic to approve the request from Grossinger to have 300 people at their Employee Picnic on September 14, 2014 in Proesel Park from 1:00-4:00 pm.

#### CHAIRPERSON'S REPORT

None

#### COMMISSIONERS' REPORTS

None

#### DIRECTOR'S REPORT

**Hincapie** – As requested by Board Member Ito following the June meeting, an update was given regarding the ComEd lease that was presented at that meeting. At the time the cost of the rent had not been determined. Normally, ComEd recreational leases are offered at a one-time cost of \$1. This lease is unique because in order to continue the path to the Village boundaries to the North, the path has to cut through land that is already leased by PUIG Company, a private business. The land currently included in a private lease between PUIG Company and ComEd, was used for parking adjacent to Publishing International. Staff met with PI and representatives from the PUIG Company to ask if they would be willing to give up a portion of their lease to allow for the bike path. They were very supportive and, as a result, the Village is required to pay the portion of their lease that is contributed to this piece of land through 2018. The cost is approximately \$12,000 per year for four years. The Board appreciated the update and supported bringing the lease to the Village Board for approval on August 19, 2014.

#### STAFF REPORTS

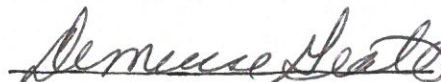
**Hincapie** updated the Board as to the challenges that have been brought about by the change in the School District #219 schedule. Kids started August 12, so the Parks and Recreation Department has not only started to lose college kids, but now we have lost our high school staff during the day also. Supt. Stachiewicz has done a nice job of working to fill the gaps for the final weeks of the pool operation. A partnership has been developed with Northeastern University to allow for our swimmers to go to their pool in the morning between 8 and 10 am. A lifeguard training class was held to recruit new staff. We will staffing the pool as best we can now through Labor Day. In the past, we have closed entirely the final week of August. This year I chose to keep the pool open that week because of the potential of having to shut down parts of the pool the two weeks prior. Supt. Stachiewicz will be managing the pool in the final weeks due to our management staff leaving for jobs and school. We will work through emails and social media to keep our members and residents informed of our hours and closures.

#### ADJOURNMENT

Meeting adjourned at 7:48 P.M.

Park Board Minutes prepared by: Jan Hincapie, Director of Parks and Recreation

PARK AND RECREATION BOARD PRESIDENT :

  
Signature

  
Date