



Village of Lincolnwood Park and Recreation Board

**Board Meeting
August 12, 2025
6:15 pm**

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

Meeting Agenda

- I. Call to Order**
- II. Minutes Approval**
 - a. June 10, 2025, Meeting
- III. Public Forum**
- IV. Old Business**
- V. New Business**
 - a. Village of Lincolnwood Parks and Recreation ADA Transition Plan Report
- VI. Director's Report**
- VII. Staff Report**
- VIII. Chairperson's Report**
- IX. Commissioners' Reports**
- X. Adjournment**

Posted: August 8, 2025



**Village of Lincolnwood
Park and Recreation**

**Board Meeting
Tuesday, June 10, 2025
6:15pm**

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

MINUTES

I. CALL TO ORDER

Tucker: The meeting was called to order at 6:15PM.

PRESENT AT THE MEETING

Chairperson: Courtney Tucker

Park Board Commissioners Present: KJ Malca, Victor Shaw, Laura Tomacic, Art Loving, Leah Brennan

Village Board Liaison: Grace Diaz Herrera

Parks and Recreation Department Staff: Michelle Artis, Alex Tagle

II. APPROVAL OF MINUTES OF THE APRIL 8, 2025, BOARD MEETING.

On motion Tucker approves the meeting minutes of April 8, 2025, Park and Recreation Board Meeting. 6-0, motion passes.

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

NAYS: None

ABSTAIN: None

III. PUBLIC FORUM/AUDIENCE PARTICIPATION

None

IV. OLD BUSINESS

None

V. NEW BUSINESS

A. Recommendation Regarding Community Center Rental Policy

Artis: 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.

On motion, Brennan makes a motion to vote to pass the suggested policy changes with the added detail that the 501(c)(3) if they are selling anything, is selling only items directly related to the organization. Seconded by Tomacic. Motion passes 4-2.

AYES: Malca, Tucker, Brennan, Tomacic,

NAYS: Lovering, Shaw

ABSTAIN: None

B. Recommendation Regarding Herbicide and Pesticide Use in Lincolnwood Parks

Artis: 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.

On motion, Lovering makes a motion to recommend using natural lawn care and weed control methods in the parks, confirming with Public Works, and starting to move forward as recommended by staff. Seconded by Brennan. Motion passes 6-0.

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

NAYS: None

ABSTAIN: None

On motion, Lovering moves to have more information come forward from Public Works as to what the cost of this process of natural lawn care and weed control would be to the Village, and if it will be cost-prohibitive or whether we can move forward. Seconded by Brennan. Motion passes 6-0.

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

NAYS: None

ABSTAIN: None

On motion, Brennan moves that the Parks and Recreation Board bring to the Village Board the issue of using pesticides and herbicides within Village Parks. Seconded by Malca. Motion passes 6-0.

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

NAYS: None

ABSTAIN: None

VI. DIRECTOR'S REPORT

Artis:

- GG Rowell hardscape was removed, and leveled, improving the aesthetics
- Goebelt Park design was revised it and includes only a playground and two basketball courts. A public meeting was held on June 2, 2025
- Looking for Volunteers for Lincolnwood Fest this year, it is on July 24-27
- Adopt a Path Program offers local groups and organizations the chance to care for a section of the Valley Line Trail, Union Pacific Path, or Centennial Park Trail; four clean ups per year for over 2 years.
- Flowers Park sidewalk expansion was completed last week, this improved the entrance to the north side of the park and from the Valley Line Trail
- Privacy screens were installed at the Proesel Park Family Aquatic Center, around the kiddie park fence.
- Proesel Park playground is currently closed for maintenance, the wood/timber has deteriorated and all of it is being replaced this week
- Central Park Tennis Courts were repainted and Pickleball lines were added, they look great
- Field 3 renovations are taking place this week and will be completed like Field 2 was last year improving and increasing the ability to play and dries faster and after it rains and dries quicker and after it rains the teams are able to use the fields.

VII. STAFF REPORT

Tagle:

- Senior Programming is going well. A couple of weeks ago they went to the Botanic Gardens and had lunch at PF Changs and had 28 seniors
- Next big trip is June 25th, they are doing the Architecture River tour with 48 seniors attending
- Youth programs are underway and have good registration numbers; notably one of our soccer classes has 18 kids
- Prepping for Family Tent entertainment for Fest, everything is booked and ready; we are excited to welcome some new performers

- Medals and Bibs have already been designed and ordered for Turkey Trot, coming up to 5 months out from Turkey Trot
- Camp staff training is going on this week
- Camp starts on Monday
- Pool is open
- Great staff of seasonal employees
- Men's softball is back on Sundays and is going well.

VIII. CHAIRPERSON'S REPORT

Tucker:

- Memorial Day Parade and service were beautiful!
- Thank you to Commissioner Brennan!

IX. COMMISSIONER'S REPORTS

Brennan:

- Thank you, guys, it's been wonderful!

X. ADJOURNMENT

Meeting adjourned at 7:03PM

Motion to adjourn: Shaw/Tomacic

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

NAYS: None

Park Board Minutes prepared by Kim Voulgarakis

Park and Recreation Board Chairperson: _____

Signature

Date



MEMORANDUM

TO: Park and Recreation Board

FROM: Karen Hawk, Director of Parks and Recreation
Michelle Artis, Assistant Director of Parks and Recreation
Alex Tagle, Recreation Supervisor

DATE: August 12, 2025

SUBJECT: Parks and Recreation ADA Transition Plan Report

Background

In accordance with the Americans with Disabilities Act (ADA), the Village is committed to providing accessibility to parks and facilities. It is required that an ADA Transition Plan be completed and reviewed at least once every 10 years.

A Transition Plan Report was prepared by Accessibility Consultation and Training Services, Inc., and reviewed by Village staff. The report outlines information for the Village to improve its accessibility efforts for its parks, facilities, events, and communications. The report charted planning categories for accessibility barrier removal including, Annual Maintenance or Review of Accessibility Issues, Removal of Accessibility Barriers or Required Upgrades, and Capital Planning or Renovation Projects. The areas covered are ongoing maintenance, implementation, and capital improvements with a cohesive and cost-effective approach.

The report identifies issues throughout the parks that create barriers to accessible routes and ease of use for individuals with disabilities. The specific problems vary from park to park, but many of the barriers are consistent in each location. These issues are outlined later in this memo. As the Village is currently conducting a Feasibility Study regarding the construction of a new Recreation Center and renovating or rebuilding the Aquatic Center, this discussion will only focus on the park system.

Priority Ratings

Priority ratings listed from one to four were assessed for each of the Village's thirteen parks. The following provides an overview of the elements that may need to be modified for accessibility and the recommended order noted in the preamble of the Americans with Disabilities Act.

Priority 1 (Highest Priority) From parking up to and through a door of a building or up to specific area (Such as a picnic shelter, playground, building entrance, etc.)

Removal of barriers to elements such as or related to parking, sidewalks, drop-off areas, accessible routes, curb ramps, surfaces, ramps, stairs, protruding objects, doors, entrances, etc.

Priority 2 (From entrance of a building to different elements within the structure or within a specific area (such as a building's rooms, playground, garden, golf course, etc.).

Removal of barriers to elements such as or related to accessible routes, protruding objects, ground and floor surfaces, ramps, stairs, lifts, elevators, signage, doors and entrances.

Priority 3 (Within a restroom and shower area)

Removal of barriers such as or related to accessible routes, water closet, toilet stalls, urinals, lavatories, shower stalls, toilet rooms, handrails, sinks and signage.

Priority 4 (Lowest Priority) (Elements not critical to participating in a program but noted in the Americans with Disabilities Act Accessibility Guidelines (ADAAG))

Removal of barriers to elements such as or related to mirrors, drinking fountains, telephones, etc.

According to Title II of the ADA qualified individuals with disabilities is defined as a person who has a physical or mental impairment that substantially limits a "major life activity" or has a record of such an impairment or is regarded as having such an impairment. State and local government and all its departments are considered public entities and covered by Title II of the ADA. Title II provides comprehensive civil rights protections for "qualified individuals with disabilities." State and local governments may not refuse to allow a person with a disability to participate in a service, program or activity due to their disability. The state or local government must provide programs and services in an integrated setting and are required to make reasonable modifications in policies, practices and procedures that deny equal access unless a fundamental alteration in the program would result.

The report breaks down individual charts for each park providing detailed information of the barriers using two different accessibility codes ADAAG/IAC codes (ADA- Americans with Disabilities Act Accessibility Guidelines and IAC- Illinois Accessibility Code). The report also includes solutions, priority rating per barrier (highest-1 to lowest-4), projected cost (using "Means ADA Compliance Pricing Guide 2nd Edition"), and photos. The individual park

breakdown also includes the time frame for each barrier to be completed and for the Village to list the action taken to correct the barrier.

The report indicates various issues in the parks as they relate to accessible routes. An overview of those issues is listed below.

Gaps

There are many gaps between the surface of the walkway and the courts, in between sidewalk sections, playgrounds, picnic table pavilions, and other surfaces.

Gaps will require replacing sections of the walkway to provide a flush transition and gaps should be no greater than ½ inch wide. This is ranked Priority 1.

Slopes

There are numerous issues with steep slopes throughout all parks. The slope concerns range from concrete/asphalt walkway cross slopes that are too steep to slopes that are too steep at playground equipment, including swings, spinners, and transition areas on play structures. Maintaining the slopes with playground equipment requires that the playground surface is regularly maintained. The Village currently uses engineered wood fiber as the playground surface in all playgrounds. Village staff leveled all playgrounds during the spring and early summer to rectify these issues. However, it should be noted that the engineered wood fiber settles, compacts, and often blows out of the playground during heavy winds. Regular maintenance is required to keep proper surface levels. This is ranked Priority 2.

Abrupt Transitions

The report found that there were several abrupt transitions on walkways, at playgrounds, and picnic table areas. These transitions ranged from ¾ inch to over one inch high.

To repair the abrupt transitions, the Village will need to either grind down or replace those sections of the sidewalk to provide a smooth transition. This is ranked Priority 1.

Drop-Offs

Significant drop-offs were found in many of the playgrounds from the curb to the playground surface.

As stated above, the Village leveled all playgrounds with additional engineered wood fiber in the spring and early summer to mitigate these drop-offs and slope concerns. This is ranked Priority 2.

Drinking Fountains

The drinking fountains do not meet the minimum knee clearance or standing drinking fountain height.

The Village will need to replace water fountains with a Hi-Lo fountain or add a second water fountain as parks are renovated. Universal Design now suggests adding a triple bubbler system that includes the Hi-Lo and a child's height fountain. Drinking fountains are ranked as Priority 4.

Ground-Level Play Components

Many playgrounds have elevated play components but have no or too few ground-level components.

As parks are renovated, the Village will look to add more ground-level components on an accessible surface. The Village is constructing a Universally Accessible Playground in Proesel Park in the Spring of 2026. Additionally, Goebelt Park is being renovated in Fall 2025 and will include a ground-level accessible piece and pour-in-place (PIP) surfacing. This is ranked as Priority 2.

Accessible Routes to Sand Diggers

The sand digger does not provide an accessible route up to the equipment.

As parks are renovated, the sand diggers and sand pits will be removed. Should additional sand pits be installed, a sand digger will be provided on an accessible surface. This is ranked as Priority 2.

Picnic Tables

There were several issues with picnic tables in the parks. The permanent picnic tables have a knee clearance that is too low. While all parks have accessible picnic tables, they are not situated on accessible surfaces, but on grass. There is also no accessible route to access these picnic tables that are located on grass within the parks.

The Village will remove the permanent picnic tables as time permits and replace them with accessible non-permanent picnic tables. This is ranked as Priority 2.

Trash Receptacles

Trash receptacles within the parks are located too far off the accessible path.

The Village has removed all permanent trash cans in the parks and replaced them with new trash receptacles. These receptacles are portable and will be placed along the accessible paths. This is ranked as Priority 4.

As indicated in the report, there are some barriers that need to be addressed. Some of these barriers can be addressed in-house, such as some of the abrupt transitions, replacing picnic tables, garbage receptacle issues, drop-offs, and some gaps. Others will require the Village to hire a contractor, such as for some gaps, and the sloping concerns.

Projected Costs

The summary identified six parks with a high priority rating of one for removal of barriers to improve accessibility because of their usage, which impacts the most significant number of people. The parks identified are Centennial, O'Brien, Drake, G.G., Springfield, and Proesel. The chart below shows each park, the projected cost (adjusted for inflation and regional costs to reflect 2024 expenses), and whether it's marked as a high priority.

Park/Facility	Projected Cost	Marked High Priority
Centennial Park	\$ 5,875.00	Yes
Central Park	\$ 23,450.00	
Charles O'Brien Park	\$ 19,780.00	Yes
Columbia Park	\$ 13,900.00	
Drake Park	\$ 20,235.00	Yes
Flowers Park	\$ 4,790.00	
G.G. Rowell Park	\$ 19,270.00	Yes
Goebelt Park	\$ 16,735.00	
Kenneth Park	\$ 12,210.00	
Kildare Park	\$ 15,350.00	
Proesel Park	\$ 135,825.00	Yes
Rossi Park	\$ 16,810.00	
Springfield Park	\$ 17,435.00	Yes
Total Projected Cost	\$ 359,205.00	

Many of the concerns with both Goebelt Park and Proesel Park will be addressed with the park renovations occurring during 2025 and 2026.

The Parks and Recreation ADA Transition Plan will be presented as part of the overall Village ADA Transition Plan completed by Vitruvian to the Village Board in September 2025.

Staff Recommendations

The report provided recommendations on how to eliminate barriers. Many of these barriers will be addressed as parks are renovated. While there is no definitive timeline set to address the barriers, staff will work diligently to address them. Listed below are the goals/recommendations for the 2026 Calendar Year Budget:

- Address barriers in Proesel Park with the renovation of the south end of the park.
- Address Goebelt Park barriers with renovation of the park in late 2025/early 2026.
- Provide regular maintenance to the playground surfaces to maintain slopes, drop-offs and kickouts.
- Routinely inspect picnic table locations to make sure they are not moved from accessible surfaces.
- Address gaps and transitions that can be executed by staff.
- Routinely inspect garbage receptacle locations to ensure they are not moved from accessible paths.
- Review report with Public Works to determine 10-year plan to address barriers.