

**The City of Lake Forest  
Parks and Recreation Board  
Meeting Minutes  
January 15, 2019**

**I. Call to Order**

The Parks and Recreation Board Meeting was called to order by Chairman Charlie Kohlmeyer at 6:00p.m. The following were present:

Board Members: Mr. Charlie Kohlmeyer  
Ms. Nancy Duffy  
Mr. Steve Reimer  
Mr. William Zordani, Student

Staff: Ms. Sally Swarthout, Director of Parks and Recreation  
Mr. Joe Mobile, Superintendent of Recreation  
Mr. Chuck Myers, Superintendent of Recreation  
Ms. Dani Spann, Administrative Assistant  
Mr. Aaron Dalzot, Program Manager, Lakefront Facilities  
Mr. Will Howard, Program Supervisor, Sailing

**II. Approval of Minutes**

Due to not having a quorum, the meeting Minutes of the December 4, 2018 Park & Recreation Board Meeting will be approved at the February meeting.

**III. Opportunities for the Public to Address the Board on Items not listed on the Agenda**

No comments

**IV. Lakefront Discussion**

Aaron Dalzot, Program Manager gave an overview of upcoming operating procedures for parking on procedures at Forest Park Beach for the 2019 season. The north road will be under construction until mid-August and will cause a loss of 104 parking spots. He went over parking solutions recommended by Staff.

Staff recommended options for hours Monday through Friday:

1. Anyone with City sticker will be allowed to park at the lower south end parking lot
2. Reserve 12-15 spots for storage permit holders
3. If possible, open up trailer parking spots in the afternoon

Staff recommended options for the weekend and holidays:

1. Permit holders only in lower South beach lot
2. Open up parking one way on city street
3. Staff will park offsite every day
4. Offer shuttle service from remote parking lot-Recreation Center
  - a. Hire a school bus- \$28,852 cost
  - b. Hire CDL driver and use Senior Center van
    - i. Hire Parks Employee with CDL- \$23,352 cost

- ii. New Hire with CDL- \$16532 cost
- c. Hire driver and use CROYA van with trailer- \$15,432 cost

\*All options require hiring of additional staff to coordinate the pick-up and drop off at the remote location as well as golf cart shuttle service included in all options-\$13,452.

Chairman Kohlmeyer suggested using the Senior Center and CROYA van when busy. Ring Road may be closed during construction in order to help eliminate traffic back up in that area. Discussion followed on parking options. The train station Westminster lot was suggested as a remote parking pick-up/drop off location. The amount of car traffic at the beach has increased in the last year compared to prior years. Short discussion followed on the ability to accept credit card payments remotely.

**V. Forest Park Maintenance Contract**

Due to not having a quorum the approval of the Forest Park Maintenance Contract will be moved to the February meeting.

**VI. Annual Grounds Maintenance Contract**

Due to not having a quorum the approval of the Annual Grounds Maintenance Contract will be moved to the February meeting.

**VII. Comments by Director**

Director Swarthout talked about the following upcoming events in February and early March.

1. Daddy & Daughter Winter Ball– February 9<sup>th</sup> from 5:30pm – 7:30pm at Lake Forest Recreation Center Gym
2. Summer Camp Registration opens on March 5<sup>th</sup> at 8:30am
3. Reptile Rampage- March 10<sup>th</sup> from 10:00am – 4:00pm at Lake Forest Recreation Center Gym

Director Swarthout stated the ravine is nearing completion. The access road project is on track for timing and will be going to bid in the beginning of February.

**Comments by Board Members**

Chairman Kohlmeyer inquired about the Foundation's role in approval of the Comprehensive Master Plan and moving forward to City Council. Director Swarthout answered, once the Parks and Recreation Foundation has approved, the Lake Forest Parks and Recreation Board will then approve at their next meeting.

**VIII. Adjournment**

Board member Reimer motioned for adjournment and Board member Duffy seconded. The meeting was adjourned at 7:13p.m.

Respectfully Submitted  
Dani Spann  
Administrative Assistant