

**The City of Lake Forest
Parks and Recreation Board
Meeting Minutes
December 05, 2023
Municipal Services Bldg.
800 N. Field Dr.**

I. Call to Order

The Parks and Recreation Board Meeting was called to order by Chairman Marc Silver at 6:30p.m. The following were present:

Board Members: Mr. Marc Silver
Mr. Kevin Carden
Mr. Mark Gorman
Mr. Patrick Marshall
Mr. Bill Sheridan

Staff: Ms. Sally Swarthout, Director of Recreation
Mr. Joe Mobile, Superintendent of Recreation
Mr. Chuck Myers, Superintendent of Parks & Forestry
Mr. Byron Kutz, Superintendent of Engineering

II. Approval of Minutes

Meeting Minutes of the October 17, 2023, Parks & Recreation Board Meeting were presented and approved.

Board member Sheridan motioned for approval of the minutes and Board member Marshall seconded. The Board meeting minutes of October 17, 2023, were then unanimously approved.

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

None

IV. Forest Park Bluff and Boardwalk Update

Byron Kutz, Superintendent of Engineering, gave an update on the Forest Park Bluff and Forest Park Beach Boardwalk projects. It was approved to have all three sections of the Forest Park Bluff completed at the same time. Construction started in September, and there has been a lot of progress made. Mr. Kutz shared pictures of the progress, while explaining the work. Drainage improvements are being made by adding wick drains. Mr. Kutz talked about the timeline of the Forest Park Bluff project. A completion date is set for the end January, with landscape restoration starting in Spring.

Superintendent Kutz gave a brief history of the Forest Park Beach boardwalk. The new proposed boardwalk will be ADA compliant. The material used will be steel structure below with wood on top. Subtle lighting will be added for safety. The scheduled start for the boardwalk project will be around the end of January. The goal is to have the project completed by Memorial Day weekend. Staff decided to go with kiln dried wood to last longer. The new boardwalk will be over 900 ft. long. Native plants, trees and shrubs will be used in the restoration. There was short discussion on the

costs. Donations and pledges have been submitted. A donor board has been set up at the North Pavilion.

V. Northcroft Park Master Plan Update

Chuck Myers, Superintendent of Parks & Forestry, updated the Board on the Northcroft Park Master Plan. A public engagement, S'mores and More, was held at Northcroft Park in October with about 60 attendees to view Concepts A and B. Comment cards were passed out along with a survey sent out the following day. Mr. Myers went over some of the overall top park amenities submitted. This information will be provided to Hitchcock Design Group, who will create and present a Master Plan from these ideas and guidance from Staff and the Project team. Discussion followed on drainage issues and amenities needed.

VI. Deerpath Park Athletic Field Project Update

Chuck Myers, Superintendent of Parks & Forestry, updated the Board on the progress of the Deerpath Park Athletic Field Project. A tremendous amount of work was done to get ready for the ribbon cutting that was held on November 30th. Planning is in the works for an official grand opening to be held in the spring. The park is open except for the buildings, which still have some work to be done. The Pickleball courts are near completion with painting to be scheduled in the spring. The fields have been getting lots of use since the opening. There was small discussion on protective fencing being placed near the playground area. Mr. Myers shared a video of the progress of the project from beginning to where it is currently.

VII. Capital Improvement Plan Update

Chuck Myers, Superintendent of Parks & Forestry, updated the Board on where we are with capital improvement items after the City Council budget meeting in November. The 1NF projects that were approved are Forest Park Beach restoration and West Park tennis court restoration. West Park tennis court restoration layout options were discussed by City Council.

VIII. Chairman Comments

Chairman Silver congratulated Director Swarthout on her upcoming retirement and thanked her for all her hard work and dedication. He also thanked Superintendent Joe Mobile for his time and hard work. Chairman Silver thanked Superintendent Chuck Myers and his crew for all the hard work put in with Deerpath Park.

Chairman Silver asked the Board members to think about what priorities or ideas they are hearing from constituents that the Parks and Recreation Board could be involved in. He also thanked Board member Marshall and Board member Berger for their efforts and work on the athletic field fees pricing. Chairman Silver said he would like to see more engagement with the Friends of Lake Forest Parks and Recreation Foundation in future meetings.

IX. Director Comments

Sally Swarthout, Director of Recreation, mentioned the cranes at the beach will be installed tomorrow. Director Swarthout let the Board know that Joe Mobile recently celebrated his 30th anniversary with the City of Lake Forest. An email poll will be sent out regarding date changes for the January and February meetings, due to federal holidays being celebrated. Director Swarthout announced she will be retiring from the City of Lake Forest, at the end of January. Ms. Swarthout worked for the City of Lake Forest for over 26 years.

X. Board Member Comments

Board member Carden made a comment on the pricing and programming of Recreation programs. Mr. Carden asked if there could be a summary report of programming throughout the year.

XI. Adjournment

Board member Carden motioned for adjournment and Board member Marshall seconded. The meeting was adjourned at 8:03p.m.

Respectfully Submitted
Dani Spann
Administrative Assistant