



PUBLIC MEETING NOTICE AND AGENDA
PARKS AND RECREATION BOARD MEETING

April 1, 2021

6:30 p.m.

AGENDA

Due to the Governor's order restricting gatherings of people, and in an effort to minimize the potential spread of COVID-19, the Village reserves the right to restrict attendance to the meetings. The Village encourages anyone who wishes to address the Village Board to submit a written statement to be read aloud at the meeting. Please submit such a written statement to Recreation Superintendent Kim Buscemi at <mailto:KBuscemi@lith.org> **By 4pm on April 1, 2021.**

1. Call to Order
2. Roll Call
3. Approval of March 4, 2021 Park & Recreation Board Meeting Minutes
4. Old Business - None
5. New Business
 - A. Informational Memorandum – Recreation Budget Summary for 2021
 - B. Informational Memorandum – Recreation First Quarter Program Statistics Report
 - C. Informational Memorandum – Park and Recreation Board 2021 Goals
6. Staff Reports
 - A. Recreation Staff Report
 - B. Parks Staff Report
7. Park Steward Reports
8. Village Trustee Liaison Report
9. Member Reports
10. Audience Participation

The public is invited to make an issue-oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 3 minutes in duration.
11. Adjournment

MEETING LOCATION

Village Hall
600 Harvest Gate
Lake in the Hills, IL 60156

The Village of Lake in the Hills is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at (847) 960-7410 [TDD (847) 658-4511] promptly to allow the Village to make reasonable accommodations for those persons.

Posted By:

Date:

Time:



VILLAGE OF LAKE IN THE HILLS PARKS & RECREATION BOARD MEETING March 4, 2021

The Parks & Recreation Board meeting was called to order at 6:30 p.m. Those present were Members Wackerlin, Cairns, Anderson, Donahue, Vice-Chairman Andrea and Chairwoman Tredore. Also present were Public Properties Superintendent Scott Parchutz, Administrative Services Manager Peter D’Agostino, Communications Specialist Alexandra Reynolds and Customer Service Specialist Tracey Padula. Recreation Superintendent Kim Buscemi attended via telephone.

APPROVAL OF MEETING MINUTES

Vice-Chairman Andrea made a motion to approve the February 4, 2021 minutes of the Parks & Recreation Board meeting. Member Anderson seconded. The motion was approved by a voice vote of 6-0.

OLD BUSINESS

A. Request for Board Action 2021 Playground and Skate Park Replacement Project - Manager D’Agostino reviewed the keys points for both replacement projects. At the February 4, 2021 Parks and Recreation Meeting the top three design concepts were chosen. Those vendors were then asked to participate in the request for proposal process beginning on February 19, 2021. Although three skate park vendors were invited to participate, one vendor decided not to continue in this process. He then opened up the floor for discussion before asking the Parks and Recreation Board to select one final design concept for each location which will then be recommended to the Village Board of Trustees at their March 23, 2021 Committee of the Whole Meeting. After much discussion, concept 1 was chosen unanimously for the skate park project at Sunset Park and concept 2 was chosen by a 5-2 vote for the playground project at Ford School. Chairwoman Tredore asked if the board had a voice in the color selection. Manager D’Agostino explained there are palates to choose from and asked if they had any recommendations. Board discussed and suggested bright colors. He said he would go back to the vendor to request electronic copies which he will then forward in an email to the board with a link to take a survey on which one each member likes best.

NEW BUSINESS

A. Informational Memorandum Park Feature Friday Campaign Presentation – Specialist Reynolds shared information about the “Park Feature Friday” social media campaign, which spotlights Village parks. Posts are published on Facebook, Instagram, and Twitter, and they describe the featured park’s amenities, highlight significant moments in the park’s history, and share the park’s address and current photos. The overall goal of the campaign is awareness. The series also highlights the work of the Public Properties Division, particularly when features coincide with equipment replacements, and the Recreation Division as they seek to educate community members about the many parks available to them. Between September 2020 and February 2021, staff featured Leroy Guy Park, Echo Park, Horner Park, Linda K. Fischer Park, Sunset Park, and Larsen Park. Moving forward, the goal is to feature one to two parks per month to include Nature’s View Park, Celebration Park, Barbara Key Park, and Lynn Dillow Park. She then opened the discussion for questions. Vice-Chairman Andrea asked if the Village marquees could be used to highlight this program and any new features added to the parks. Member Anderson suggested that the board members could be tagged in the posts or that they could be sent an email with links to the posts so they can see any comments. Member Wackerlin suggested that staff keep an ongoing list of comments made on each feature. Member Anderson also suggested that future posts list the upcoming Parks and Recreation Board meeting date and time to give the public the opportunity to voice their concerns in person. Specialist Reynolds

considered all suggestions and would look into the possibility of incorporating the ideas into future park features.

STAFF REPORTS

A. Recreation Staff Report – Superintendent Buscemi reviewed the upcoming events which include Family Bingo on March 12 which is filled for in-person but virtual is still being offered, Pop Up Winter Story Book will be set up at Village Hall next week, March 20 is the Lucky Gold Hunt at Ken Carpenter Park which has also filled up so another time slot was added at 2pm in addition to the 11am time slot. April 3 is the Bunny Trail outside of Village Hall which will be handled similar to the Furry Fest event offering numerous photo opportunities along with eggs being handed out along the way. A detailed list of Volunteer opportunities is listed in the board report and please let her know if anyone can participate or even just stop by for a quick visit on the day of the event. A thank you to Member Sivakumar for participating in the Daddy Daughter event. Superintendent Buscemi shared that preschool will be going Hybrid in April and May which will allow the kids to be in-person one day a week while the other days will remain virtual. Fall registration is also open for preschool along with Summer Camp registration.

B. Parks Staff Report – Superintendent Parchutz introduced the draft for the new and improved Parks Steward Inspection and Feedback Form that was created to replace the old one. He asked the board to review and submit any comments or changes directly to him. One suggestion from Member Wackerlin was to add a check box labeled existing under the potential features that would enhance the park section. Once input is gathered and the form is completed it will be distributed to the board at the next scheduled meeting. Superintendent Parchutz informed the board that the pickleball courts would be added for 2022 budget approval. Thor Guard has been ordered and staff will be installing in April and May. Ford School HVAC is moving along with Nicor to install the new gas line in March once the ground thaws. Five-Year Capital Project Plan was included in the staff report for the board to review. Chairwoman Tredore asked if a list could be provided showing the scheduled replacement dates for all parks. Superintendent Parchutz replied he could provide for the next meeting.

PARK STEWARD REPORTS

A. Chairwoman Tredore – Visited Avalon Park. What is best about this park is its location to the homes making it easily assessable. There is open greens space to expand the park. The park is almost 20 years old so it is ready for an upgrade. With the snow it was hard to see everything but there was chipped paint. What would make the park more appealing would be new equipment and expand the footprint of the park. There was nobody at the park because it was still under snow but during a prior visit in the fall the parents commented how nice it was to have a neighborhood park but its outdated.

B. Vice-Chairman Andrea – Visited Barbara Key Park and he saw people using the bike path and fishing even though the weather was cold and it was later around 5:30 pm. Only suggestion he had was to add a garbage can. Also commented that this park has allot of features that other parks don't have.

C. Member Anderson – None

D. Member Cairns – Visited Ken Carpenter Park and liked that there is lots of space but also felt this was an area for future improvement in figuring out how to best use all the space. Everything looked good. Lots of seating and sufficient trash cans. He then asked if the big area along the road was meant to be a flood plain. Superintendent Parchutz said yes.

E. Member Donahue – None

F. Member Sivakumar – Emailed Chairwoman Tredore her notes from her visit to Cattail Park which was shared. All of the equipment is in very good condition and the park itself is well maintained with some minor issues which include cracks in the concrete by the gazebo in two areas, metal pillars of the gazebo could use either a good cleaning or paint, red paint or ink by the seat walking towards the gazebo and benches. Mulch missing from under the swings and needs to be filled. At the last meeting a young resident commented that a basketball half-court would be a great addition and she agreed the park is tailored to younger children and something like that would make the park more appealing to older age groups. The day she visited, there were approximately 6 children playing in the age range of 7-9 years of age. They all said they like the park especially the round spinning wheel but wish that more could be added. She also wanted to thank the staff for taking care of the prior issues that were reported such as the graffiti by the gazebo and the picnic benches that were not bolted down. All was fixed and looked great.

G. Member Wackerlin - None

TRUSTEE LIAISON REPORT - Trustee Murphy was not present.

MEMBER REPORTS - None

AUDIENCE PARTICIPATION – None

ADJOURNMENT

Vice-Chairman Andrea made a motion to adjourn the meeting. Member Cairns seconded the motion. The motion was approved by a voice vote of 6–0. The meeting adjourned at 7:11 pm.

Submitted by,

Tracey Padula
Customer Service Specialist



INFORMATION MEMORANDUM

MEETING DATE: April 1, 2021
DEPARTMENT: Recreation Division
SUBJECT: Recreation Budget Summary for 2021

EXECUTIVE SUMMARY

Typically, a three-year trend would be used when budgeting. However, the pandemic created an extremely unusual year and has greatly affected programming and participation trends. Also, in October, when the budget was being prepared, there wasn't a vaccination in place and we had no idea what CDC guidelines would look like in the upcoming year. Therefore, staff based estimated participation numbers on minimums to run the programs, and very conservatively on how many programs would run throughout the year.

The revenue on the attached document reflects what the recreation staff anticipates for the upcoming year. However, to be ultra conservative, the final budget revenues were reduced in a couple of areas as shown below:

	<u>Revenue proposed</u>	<u>Revenue Budgeted</u>
Camp	\$129,900	\$97,642
Preschool Academy	\$159,820	\$127,562

All programs and events were classified into program areas that staff specifically manage. Staff felt this would make budget management more efficient and easier to monitor. Margins were determined for program areas based on what the market will bear, competitor fees, and program life cycles. Establishing program margins will assist staff in making sound financial decisions with the determination to increase cost recovery for the Division.

FINANCIAL IMPACT

None.

ATTACHMENTS

Recreation Division 2021 Budget Summary

SUGGESTED DIRECTION

None.

2021 Budget Summary
Recreation Division

	Revenue	Expense	Net Revenue	Margin	Cost Recovery
Administration		\$ 402,166.00			
Adult/Senior	\$ 15,952.00	\$ 8,180.00	\$ 7,772.00	49%	
Beyond the Bell	\$ 42,472.00	\$ 26,652.00	\$ 15,820.00	37%	
Camp	\$ 129,900.00	\$ 113,285.00	\$ 16,615.00	13%	
Early Childhood	\$ 4,680.00	\$ 3,027.00	\$ 1,653.00	35%	
Preschool Academy	\$ 159,820.00	\$ 118,509.00	\$ 41,311.00	26%	
Races	\$ 25,200.00	\$ 28,125.00	\$ (2,925.00)		
Special Events	\$ 8,415.00	\$ 9,968.00	\$ (1,553.00)		
Youth Variety	\$ 10,458.00	\$ 7,198.00	\$ 3,260.00	31%	
Youth Sports	\$ 7,816.00	\$ 5,482.00	\$ 2,334.00	30%	
Teen Programs	\$ 2,025.00	\$ 1,968.00	\$ 57.00	3%	
Program Totals	\$ 406,738.00	\$ 322,394.00	\$ 84,344.00	21%	126%
Total w/Adm Expenses	\$ 406,738.00	\$ 724,560.00	\$ (317,822.00)		56%



INFORMATIONAL MEMORANDUM

MEETING DATE: April 1, 2021

DEPARTMENT: Recreation Division

SUBJECT: **Recreation First Quarter Program Statistics Report**

EXECUTIVE SUMMARY

The Program Statistic Report gives an overview of programs and events that ran during the first quarter (January – March). Program areas are totaled and show a comparison to the budgeted net revenue for the year. An overall total for the Recreation Division programs is also included in this report.

Overall, for the first quarter, programs were greatly affected by the pandemic shut down that happened again late fall thru mid-January. At the time the budget was created (September 2020), staff did not anticipate mitigations to include a full shut down of the community again. Following mitigations, programs were not allowed to run in-person through most of January. Many winter sessions were to start in January and run through March. Once the mitigations allowed to run in-person programming, start dates of programs were pushed back to accommodate time for registration.

Other effects of the mitigations included reducing the number of attendees allowed in-person. Youth sport classes had to reduce their maximum participation to 8 participants instead of 15 participants. The popular Daddy Daughter Date event had to reduce maximum participants to half of what normally attends the event. This event was budgeted to have 230 attendees (revenue of \$2482). Only 158 attendees were allowed, totaling \$1732 in revenue.

Staff budgeted for Back 2 School remote learning camp to continue through May. With the School District bringing children back into the classrooms, there no longer was a need for this program. Staff was very surprised that there was also not a need for after school childcare.

Preschool Academy registration for January – March was 32 students. Staff budgeted for 43 students. This is reflected in the revenue generated in the first quarter.

On a much more positive note, the Pond Hockey Tournament ran in January. This event was not included in the budget. The event brought in an extra \$875 in revenue. UFO (unfinished projects) which meets once a month, was also added after the budget was approved. A new event for early childhood ages was added this March and also was not included in the approved budget.

Despite the reduced participation numbers, staff did a great job keeping revenue and expenses in line. Overall margin of 31% is above the goal of 21%. Cost Recovery is currently at 146% which is above the goal of 126%. The Recreation Division provided programs and events for 587 patrons during the first quarter.

Program surveys are still being collected for the first quarter.

ATTACHMENTS

First Quarter Program Statistics Recreation Division 2021

FIRST QUARTER PROGRAM STATISTICS
RECREATION DIVISION 2021

WINTER Q1											
	Program Area	Total Revenue	Total Expenses	Net Revenue	Budgeted Net Revenue for the year	Margin %	Cost Recovery	# Res	# Non-Res	Total # Participants	Overall Satisfaction Rating
Ice Fishing	Adult/Senior	\$ 852.00	\$ 155.97	\$ 696.03		82%	546%	43	28	71	98%
Pond hockey	Adult/Senior	\$ 875.00	\$ 607.76	\$ 267.24		31%	144%	3	40	43	100%
UFO	Adult/Senior	\$ 45.00	\$ -	\$ 45.00		100%	100%	0	9	9	100%
Winter Boxes	Adult/Senior	\$ 30.00	\$ 15.00	\$ 15.00		50%	200%	3	0	3	
Flower Grams	Adult/Senior	\$ 15.00	\$ 10.00	\$ 5.00		34%	150%	5	1	6	
TOTAL	Adult/Senior	\$ 1,817.00	\$ 788.73	\$ 1,028.27	\$ 7,772.00	57%	230%	54	78	132	99%
Hot Shots	Youth Sports	\$ 805.00	\$ 541.00	\$ 264.00		32%	148%	16	0	16	
Karate	Youth Sports	\$ 351.00	\$ 245.70	\$ 105.30		30%	142%	1	2	3	
TOTAL	Youth Sports	\$ 1,156.00	\$ 786.70	\$ 369.30	\$ 2,334.00	32%	147%	17	2	19	
Winter Wonderfun	Special Events	\$ -	\$ 57.60	\$ (57.60)		0%	0%	46	37	83	
Daddy Daughter Date	Special Events	\$ 2,979.00	\$ 1,247.00	\$ 1,732.00		58%	239%	113	45	158	
Bingo	Special Events	\$ 335.00	\$ 282.00	\$ 53.00		16%	119%	45	26	71	

FIRST QUARTER PROGRAM STATISTICS
RECREATION DIVISION 2021

	Program Area	Total Revenue	Total Expenses	Net Revenue	Budgeted Net Revenue for the year	Margin %	Cost Recovery	# Res	# Non-Res	Total # Participants	Overall Satisfaction Rating
TOTAL	Special Events	\$ 3,314.00	\$ 1,586.60	\$ 1,727.40	\$ (1,553.00)	52%	208%	204	108	312	
Babysitter Training	Youth variety	\$ 430.00	\$ 300.00	\$ 130.00		30%	143%	5	0	5	
Kid Rock	Youth variety	\$ 114.00	\$ 80.00	\$ 34.00		30%	143%	2	0	2	
Magic - virtual	Youth variety	\$ 13.00	\$ 9.00	\$ 4.00		31%	144%	1	0	1	
Yoga	Youth variety	\$ 144.00	\$ 96.00	\$ 48.00		33%	150%	5	1	6	
Young Rembrandt - virtual	Youth variety	\$ 43.00	\$ 30.00	\$ 13.00		30%	143%	1	0	1	
TOTAL	Youth variety	\$ 744.00	\$ 515.00	\$ 229.00	\$ 3,260.00	31%	144%	14	1	15	
Preschool Academy; Session Two [Jan-Mar]	Preschool	\$ 7,929.75	\$ 6,883.18	\$ 1,046.57	\$ 41,311.00	13%	115%	25	7	32	100%
Ready, Set, Go	Early Childhood	\$ 1,335.00	\$ 675.00	\$ 660.00		49%	197%	14	7	21	100%
Lucky Gold Hunt [Mar]	Early Childhood	\$ 457.00	\$ 259.31	\$ 197.69		43%	176%	35	21	56	

FIRST QUARTER PROGRAM STATISTICS
RECREATION DIVISION 2021

	Program Area	Total Revenue	Total Expenses	Net Revenue	Budgeted Net Revenue for the year	Margin %	Cost Recovery	# Res	# Non-Res	Total # Participants	Overall Satisfaction Rating
TOTAL	Early Childhood	\$ 1,792.00	\$ 934.31	\$ 857.69	\$ 1,653.00	48%	192%	49	28	77	
		Revenue	Expense	Net Revenue	Budgeted Net Revenue for the Year	Overall Margin % (goal: 21%)	Overall Cost Recovery (goal: 126%)			Overall Total # Participants	Overall Average Satisfaction Rating
Q1 Totals	Recreation	\$ 16,752.75	\$ 11,494.52	\$ 5,258.23	\$ 84,344.00	31%	146%			587	



INFORMATIONAL MEMORANDUM

MEETING DATE: April 1, 2021

DEPARTMENT: Parks and Recreation Divisions

SUBJECT: Park and Recreation Board 2021 Goals

EXECUTIVE SUMMARY

At the March 4th Board meeting, there will be an open discussion in regards to establishing 2021 goals for the Board. The plan is for the Members to determine, as a group, what Board goals they would like to establish for the rest of 2021.

It was suggested to share Division goals at this time. The Division Goals for 2021 were established in November and are listed below:

The Properties Division's goal will be to save 10 to 20 percent from our operating budget by conducting repairs in-house and by finding more efficient and less costly ways for the overall care and maintenance for our facilities and equipment.

The Recreation Division will strive to exceed customer expectations and broaden community engagement by developing programs and events with the ability to be flexible as the pandemic environment changes, increase virtual and in-person programming, add events/programs outside, and streamline resources and communication.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

RECOMMENDED ACTION

The Parks and Recreation Board is requested to participate in the open discussion regarding Board 2021 goals.



STAFF REPORT

MEETING DATE: April 1, 2021
DEPARTMENT: Administration
DIVISION: Recreation

Dates of Interest:

- * April 3 Bunny Trail outside of Village Hall
- * May 7 Family Hoedown

Board Member Volunteer Opportunities:

- * Bunny Trail (outside Village Hall)
April 3 10am – 12pm
This event will run similar to this past year's Flurry Fest. Participants will walk down the decorated pathway, enjoy photo ops, gather eggs along the way, and enjoy other activities.
Assist with checking in and welcoming participants, photo ops, and/or general crowd control.

If available to volunteer, please contact Kim Buscemi at kbuscemi@lith.org

Thank you to Board Member, Wendy Anderson, for volunteering at the Family Bingo Event on March 12. Wendy was a fantastic guest bingo caller!

Report submitted by Recreation Superintendent, Kim Buscemi

***New Recreation Van:** A cargo style van is being purchased for the Recreation Division. The overall intent of this van is to have the capabilities to bring recreation programs and events out to parks in our community. The Recreation Division is working with the Communication Division in developing a community contest to name the new van. Staff is developing summer programs for specific use of this van. Having a mobile recreation vehicle will be a first in our county and Staff is excited to lead the way in bringing recreation to neighborhood parks.

*** Summer programming:** Summer planning and development of programs and events is underway. Staff have some wonderful new events planned for the summer, as well as some twists to traditional events. With the uncertainty of what mitigations will look like throughout the summer, programs and events are being planned with social distancing in mind and safety as a priority. Events will continue to be designed with flexible options to allow for changes as CDC guidelines change.

Report submitted by Recreation Supervisor, Kristi Brewer

Preschool Academy: Remote Preschool Academy session two ended on March 26 with 31 students (Session one 33 students). Session three will include a hybrid model, which provides for one-day of in-person instruction, and the remaining class days are conducted virtually. Session three takes place from April 5 through May 28.

2021/2022 Preschool Academy registration is open. Current plans include a complete in-person program starting in September 2021 with modifications dictated by state and local health department guidelines. Current enrollment is at seven students. Job opportunities for the fall program are scheduled to open in April.

FuntastiCAMP: Spring Break FuntastiCAMP program was canceled due to low enrollment. The minimum required to conduct this program is ten campers, and registration was one camper.

Summer 2021 FuntastiCAMP day camp registration is open, and the program will begin June 1. Early Childhood FuntastiCAMP at the Preschool Annex has been added for those aged 3.5 to 5 years and is comparable to the existing camp program, but with a shorter camp day. Overall program enrollment is currently at forty campers. Virtual parent nights are scheduled for April and May. Job opportunities for the summer program opened in mid-March.

Ready, Set, Go: Early Childhood Socialization

Session three concluded in March with nine enrolled (Enrollment for sessions one and two was 6) and offered Plants, Flowers & Bugs indoor and outdoor activities. The Thursday session was combined with Wednesdays due to low enrollment.


StoryWalk® at Village Hall

A free StoryWalk® was installed on the walking path outside of Village Hall. The walk featured Cat's Colors by Airlie Anderson. Each panel tells part of the story with an extra activity or question to encourage children's imagination, critical thinking, and family discussion. The Village of Lake in the Hills and the StoryWalk® Project seeks to promote early literacy, healthy physical activity, and family time together in nature.



The picture book *Cat's Colors*: Page 5

StoryWalk Move along and read along with the story.



Where is Cat going now? Can you run like she does to the next sign?

Lucky Gold Hunt: A new special event for the early childhood age group took place on Saturday, March 20, at Ken Carpenter Park. The paid family event featured a leprechaun trap contest, pictures with a costumed leprechaun, and a hunt for over 300 toy gold coins. In exchange for the gold coins, each child received a mystery prize to take home. A second session was added in due to high demand. Session one enrollment was 30, and session two enrollment was 29. Session one leprechaun trap winner: Noah Charles (Cary), and session two leprechaun trap winner: Justin Salinas (Lake in the Hills).

Special thanks to our new and returning Huntley High School volunteers working towards their Silver Cord Program and National Community Service Award hours: Nora Stevenson, Allison Munoz, Michael King, Katie Stiff, Nicole Darnall, Breana Killian, and Abby Gruendemann.



Report submitted by Recreation Coordinator, Casie Peltz

Daddy Daughter Date: Little ones couldn't get enough of the life-sized candy that decorated Village Hall. Together sweethearts and their special guys danced, enjoyed sweet treats, and spent the day laughing and having fun together. We welcomed 113 residents and 45 non-residents throughout 6 sessions that were limited to 50 people for social distancing purposes. Staff received many thanks from participants throughout the day. Below is an email we received:

From: Brian Overheidt [<mailto:brianpo@comcast.net>]
Sent: Thursday, March 5, 2020 11:14 AM
To: Casie Peltz
Subject: Re: Daddy Daughter Day

Casie -

Good morning!

I just wanted to say "Thank You!" to you and your team for hosting the Daddy/Daughter Day at the park district a few weeks ago. Everyone was really helpful and the food & activities were fantastic. Vivian and I had an awesome time together...it was our first "Daddy/Daughter" event, and I'm sure she'll want to do more in the future! =)

I hope you have a great rest of the day!

Sincerely,

Brian Overheidt

224-410-8175

brianpo@comcast.net

Special thanks to Sai Sivakumar for volunteering! Your help was greatly appreciated.

Family Bingo Night: We held our first hybrid (in-person and virtual) Family Bingo Night on March 12 with rave reviews! Over 70 people participated, see breakdown below.

	<u># participants</u>	<u># of households</u>	<u>Resident households</u>	<u>Non-Res households</u>	<u>waitlist</u>
Virtual	42	14	10	4	
In-person	29	8	5	3	11

Virtual participant comment: "We loved it! I wasn't sure how engaged my 11-year-old twins would be, but they loved it! Thought the bag delivery was cool with the pizza kits and they played all the games! Hope you offer virtual again!"

Ten games were played and we gave out 24 prizes. Businesses that donated prizes include: Melody Living, Best Friend's Closet, Mercy Health and Lucas Orthodontics.

Special Thanks to Wendy Anderson for volunteering! Your Bingo calling skills are suburb!

Bunny Trail: Preparations are underway for the April 3 Bunny Trail event. Tickets for all time slots (480) were reserved two weeks before event. Based on the experience of no shows for Flurry Fest, staff has decided to add 10 more openings for each eight time slots. Staff wants to accommodate as many participants as safely possible. We currently have 4 businesses participating in handing out eggs along the path.

Submitted by Recreation Coordinator, Michelle Steffey

* **Adult Programs:** The recreation staff hosted the **UFO- Unfinished Craft Objects club** on the March 20,2021. Eight members were in attendance. Members bring their supplies and unfinished crafts and socialize while working.



* **Senior Club:** The recreation staff welcomed back the senior club on March 23, 2021 for some socializing and Bingo. The seniors were all very excited to be back!



***Contracted Programs:** Youth sport winter session II classes will start back up on March 1st. Karate classes. Basketball, Mini Ninja and soccer classes are running.



STAFF REPORT

MEETING DATE: April 1, 2021
DEPARTMENT: Public Works
DIVISION: Public Properties

Thor Guard Lightning Protection Systems Parks:

Staff is nearing completion of installing the new Thor Guard lightning prediction equipment with an expected completion date of April 16 (four of five locations complete).

600 Oak Street Overhead Door:

Superior Overhead Door provided the lowest responsible bid for \$5,190.00 and is under budget by \$1,060.00. Superior was selected to install the overhead door at 600 Oak Street because they are a well-respected commercial overhead repair company with years of experience and a reputation for providing excellent service.

Ford School Playground and Sunset Skate Park:

On March 4, after reviewing the final design concepts and surveys, the Parks and Recreation Board provided award recommendations to Village staff. Staff sought Board of Trustee approval to award a contract to replace the playground equipment at Ford School Park and skate equipment at Sunset Park at the March 23 Committee of the Whole Meeting.

Bark Park Gate replacement and Software Upgrades

Entrance Systems is in the process of fabricating the two new entrance gates needed for the project. Properties staff will begin the next phase, scheduled for April 2 by removing and replacing the concrete entrance pads, installing the underground wiring, and preparing both entrances for the project's final phase, the new gates, and electronic hardware.

Hain House Renovation and Repair Project

This initiative includes replacing the water heater and dehumidifier and installing a basement heater and sump pump. Staff began acquiring the equipment needed for the upgrade project by purchasing the on-demand water heater. Staff bought the water heater on clearance for under \$400, which is a significant savings since the heater typically lists for \$1500.

Additional work will include:

- repairing foundation cracks and;
- Re-piping of exiting water lines as the current pipes do not provide adequate pressure.

Sunset Fields 4, 5, 6, and 7 - Erosion Mitigation

This project will reduce infield runoff during rain events and eliminate three fields in favor of one high-end field similar to Plote Field. Renovation is scheduled to commence once ground conditions become conducive to construction efforts as spring begins to take hold.

Ford School Classroom – HVAC Upgrade

Nicor plans install the new gas line the week of March 29. Staff will purchase a new furnace with an air conditioning unit to eliminate humidity, thereby preventing mold and mildew.

Larsen Park Master Planning

Preparing a request for letters of interest and statements of qualifications from qualified professionals to prepare a master plan in connection with the Larsen Park Master Plan project.

Project Expenditure Information

The following information outlines the financial status of various projects which fall within the purview of the Parks and Recreation Board. The intent of this information is to provide a snapshot of the budgeted amount against expended funds and illustrate potential project savings where applicable. Please note that remaining funds following project completion do not necessarily make those funds available for additional projects or enhancements. Availability may be restricted by other General Fund concerns or constraints preventing cross-over between Special Service Areas.

Properties Parks Projects	Status	Budgeted	Expended	Balance	Remaining for Potential Consideration	Start / End Date
Ford School Playground	Pending Board Approval	\$157,500.00	\$0.00	\$157,500.00		5/21 -7/21
Larsen - Park Master Planning	In-Progress	\$32,000.00	\$0.00	\$32,000.00		5/21 - 6/21
Thorguard Lightning Protection	In-Progress	\$55,000.00	\$0.00	\$55,000.00		Apr-21
Sunset Skate Parks	Pending Board Approval	\$230,000.00	\$0.00	\$230,000.00		5/21 -7/21
600 East Oak Overhead Door Replacement	In-Progress	\$6,250.00	\$0.00	\$6,250.00		Apr-21
Hain House Renovation Project	In-Progress	\$4,400.00	\$0.00	\$4,400.00		Jun-21
Ford School HVAC Upgrades	In-Progress	\$2,900.00	\$0.00	\$2,900.00		
Barbara Key and Dome Hill Burn	In-Progress	\$4,800.00	\$0.00	\$4,800.00		
2 East Oak Fire Alarm Replacement	In-Progress	\$9,095.00	\$0.00	\$9,095.00		
Bark Park Gate and Software Upgrades	In-Progress	\$13,000.00	\$0.00	\$13,000.00		
		\$514,945.00	\$0.00	\$514,945.00		

ATTACHMENTS

Information - 20 Year Playground Replacement Plan

Playground Replacement Plan 2021

1999	2000	2001	2002	2003	2004	2005	2006	2007	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029			
Sunset Skate Park South SSA2																							\$155,000											
Sunset Skate Park North SSA2																							\$75,000											
Ford School Park General Fund																							\$156,000											
Lynn Dillow Park																								\$159,900										
Jaycee Park General Fund																									\$102,400									
Avalon Park General Fund																									\$102,400									
Barbara Key																										\$168,000								
Celebration Park																										\$105,000								
Natures View Park SSA2																											\$107,600							
Rolling Hills Park - SSA 2																												\$110,300						
Stoneybrook Park Evos SSA 4A - 4B																													\$67,800					
Cattail Park - SSA 15 (composite structure, logs, boulders, supernova, junior spyca)																														#####				
Updated playground estimates are based on a 2.5 % increase over its end of life replacement cost. 9172020 SP																																		

PLAYGROUND REPLACEMENT SCHEDULE				
Playground location	Installed	Replace	Cost Est	Bdgt
Sunset Skate Park North	1999	2021	\$155,000	SSA 2
Sunset Skate Park South	1999	2021	\$75,000	SSA 2
Ford School Park	1999	2021	\$156,000	Gen Fund
Lynn Dillow Park	1999	2022	\$159,900	Gen Fund
Jaycee Park	2000	2023	\$102,400	Gen Fund
Avalon Park	2003	2023	\$102,400	SSA 2
Barbara Key Park	2002	2024	\$168,000	Gen Fund
Celebration Park	2004	2024	\$105,000	SSA 2
Natures View Park	2005	2025	\$107,600	SSA 2
Rolling Hills Park	2005	2026	\$110,300	SSA 2
Stoneybrook Park (EVOS equip)	2007	2027	\$67,800	SSA 4A/4B
Cattail Park	2008	2028	\$139,000	SSA 15
Stoneybrook Park (Burke equip)	2016	2036	\$225,900	SSA 4A/4B
Leroy Guy Park	2017	2037	\$231,500	SSA 5
Normandy Park	2017	2037	\$173,600	SSA 6
Ryder Park	2018	2038	\$148,200	Gen Fund
Ken Carpenter Park	2018	2038	\$231,200	SSA 3
Sunset Park	2018	2038	\$231,200	SSA 2
LaBuy Park	2019	2039	\$121,600	Gen Fund
Echo Park	2020	2040	\$156,700	SSA 3
Homer Park	2020	2040	\$125,400	Gen Fund
Edward W Hynes Park	2020	2040	\$125,400	SSA 2
Taylor Skate Park	2020	2040	\$180,300	Gen Fund
Sunset Skate Park North	2021	2041	\$254,000	SSA 2
Sunset Skate Park South	2021	2041	\$258,100	SSA 2
Ford School Park	2021	2041	\$255,700	Gen Fund
Lynn Dillow Park	2022	2042	\$262,100	Gen Fund
Jaycee Park	2023	2043	\$167,800	Gen Fund
Avalon Park	2023	2043	\$167,800	SSA 2
Barbara Key Park	2024	2044	\$275,300	Gen Fund
Celebration Park	2024	2044	\$172,100	SSA 2
Natures View Park	2025	2045	\$176,400	SSA 2
LaBuy Park	2039	2059	\$199,300	Gen Fund
Echo Park	2040	2060	\$256,800	SSA 3
Homer Park	2040	2060	\$205,500	Gen Fund
Edward W Hynes Park	2040	2060	\$205,500	SSA 2

PLAYGROUNDS TO BE REPLACED IN RESPECTIVE BUDGETS										
FY	SSAs							GF		
	2	3	4A	4B	5	6	15	GF		
2021								1		
2022								1		
2023	1							1		
2024	1							1		
2025	1									
2026	1									
2027			1	1						
2028							1			
2036			1	1						
2037					1	1				
2038	1	1						1		
2039								1		
2040	1	1						2		
2041	2							1		
2042								1		
2043	1							1		
2044	1							1		
2045	1							1		
2059								1		
2060	1	1						1		

FUNDS REQUIRED IN RESPECTIVE BUDGETS										
FY	SSAs							GF		
	2	3	4A	4B	5	6	15	GF		
2021								\$156,000		
2022								\$159,900		
2023	\$102,400									
2024	\$105,000							\$168,000		
2025	\$107,600									
2026	\$110,300									
2027			\$67,800							
2028								#####		
2036			\$225,900							
2037							#####	\$173,600		
2038	\$231,200	\$231,200						\$148,200		
2039								\$121,600		
2040	\$125,400	\$156,700						\$305,700		
2041	\$512,100									
2042								\$262,100		
2043								\$167,800		
2044	\$172,100							\$275,300		
2045	\$176,400									
2059								\$199,300		
2060	\$205,500							\$205,500		