



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

PARKS AND RECREATION BOARD MEETING MINUTES

AUGUST 5, 2021

## Call to Order

The meeting was called to order at 6:30 pm.

Roll call was answered by Members Wackerlin, Cairns, Donahue, Carman, Sivakumar and Chairwoman Tredore. Vice Chairman Andrea arrived after roll call.

Also present were Public Works Director Tom Migatz, Recreation Superintendent Kim Buscemi, Recreation Supervisor Kristi Brewer, Recreation Coordinator Michelle Steffey, Recreation Coordinator Casie Peltz, Trustee Wendy Anderson and Recording Secretary Tracey Padula.

## Approval of Meeting Minutes

Motion to accept the Parks and Recreation meeting minutes of June 3, 2021 was made by Member Cairns and seconded by Member Sivakumar. The motion was approved by a voice vote of 7-0.

## Old Business

None

## New Business

### **A. Informational Memorandum - Recreation Second Quarter Program Statistic Report**

Superintendent Buscemi reviewed the Program Statistic Reports which gave an overview of programs and events that ran from the first and second quarters along with year to date totals. This information will be shared each quarter and starting next year will show comparisons year over year. Member Carman asked if classes like Karate that only showed 3 participants was normal and questioned if there was a minimum to run the class. Superintendent Buscemi responded that on average classes require 12-15 participants. In the case of Karate, there were only 3 participants from our Village but because the village is co-op'ing with surrounding communities the minimums are easier to meet allowing the classes to run and not be cancelled.

### **B. Request for Board Action - Larsen Park Master Plan Award Recommendation**

Director Migatz reviewed the Request for Board Action. He explained that the staff seeks the Board's recommendation to award a contract for the Larsen park master plan project to Upland Design Ltd. at the August 23, 2021 Committee of the Whole Meeting. If awarded, the contract to Upland would not exceed the \$32,000.00 which is included in the Village's 2021 budget in the General Fund. He shared that staff had received submittals from ten firms and the selection team then ranked and invited the top four firms to present their RFQ submittal in-person. After interviewing all four firms, Upland Design Ltd. received the highest overall rating and had the best grasp on the project. He then reviewed Upland's approach to the project that would include several community meetings, conversations with staff, presentations to the Parks and Recreation Board along with the Village Board of Trustees. Upland would start the project in early September with conclusion sometime in January of 2022. Chairwoman Tredore asked for the names of the other three firms that were interviewed. Director Migatz and Superintendent Buscemi replied they were Lakota, Hitchcock and JSP. Discussion continued with clarification on many items and Chairwoman Tredore wanted to verify this project was moving forward as an All-Inclusive park. Director Migatz confirmed that it was. Member Wackerlin voiced his concern that when the community meetings are held, virtual options should be offered for the community. Member Donahue agreed and also felt online surveys would also be important to involve the community.



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Motion to recommendation to award the contract for the Larsen park master plan project to Upland Design Ltd. was made by Vice Chairman Andrea and seconded by Member Donahue. The motion was approved by a voice vote of 7-0.

## Staff Report

Superintendent Buscemi opened by saying with July being Parks and Recreation Month she wanted to share a presentation that she gave at the Village Board Meeting on her Recreation Team. She stressed how they are all flexible, adaptable, resourceful and innovative. When the community needed socialization and a sense of well-being both physically and mentally this past year, the staff came up with memorable and safe programs and events while following the ever-changing mitigations. She then highlighted summer and remote learning camps which had to be restructured to protect the children and staff while allowing a fun place to go while their parents worked. The Conner Kincaid fishing tournament was the first event that staff used Facebook live and accommodated participants to participate remotely. Special events such as Flurry Fest were reinvented and moved outside which attendees voiced as being such a great experience. This encouraged the staff to create similar events such as Story Walk and Bunny Trail. They even created two new winter tournaments for pond hockey and ice fishing. Knowing how important the community felt socialization was but having limited indoor recreation space the REC2U Van was born bringing recreation to the residents and neighborhood parks. It was greeted with great excitement. A short video put together by Communication Services was viewed and will be shared on social media soon. Superintendent Buscemi then reviewed her staff report. Topics included dates of interest for upcoming events, REC2U events, Fall Program and Event Guide which includes an option to scan a QR code allowing easy access from your cell phone, adult trips and programs, early childhood classes and park parties.

Director Migatz reviewed his staff report providing updates on the following projects. Indian Trail Beach kayak rental station will move forward and be proposed for next year's budget. Pickleball courts are delayed due to supply chain shortages, but they are hoping to complete one court at both LeRoy Guy and Sunset Park by the end of August. 600 Oak Street overhead door has been installed. Sunset Skate Park has been completed and re-opened August 4, 2021. Cattail Basketball asphalt was laid 2 weeks ago. Once cured, then the stripes can be put down. The backboard posts will be put in tomorrow and once cured the hardware can then be mounted. Hain House renovation project is still on hold but still looking for completion in August. Sunset fields baseball regrading continues to move forward. Getting ready to seed and terminate over the fall allowing fields to open next year. Ford School HVAC is still looking for completion in October 2021. Vice Chairman Andrea questioned if there will be a fence backstop installed at the Cattail basketball court which would catch the balls. Director Migatz answered no but if it was needed, it could be addressed later. There was also a prior request for a bike rack and a bench which is still on the list. Director Migatz then shared a request that came in from a gentleman who approached staff at the skate park. The request was to place a memorial plaque for a friend that frequented the park and had passed away. Director Migatz is working with the requestor and sees no reason why this could not happen. He then reviewed the issues at Indian Trail Beach and shared the new policy that only residents and their guests are now allowed to use the beach. Staff is checking IDs on the weekends. During the week, stops are being made to talk to the residents that are using the beach. The overall feedback is that there have been ongoing problems at the beach, and they appreciate the actions that are being taken. Vice Chairman Andrea asked if the beaches were being guarded and Director Migatz answered no. He then added they are looking to add staff to the budget to continue this type of monitoring. Lastly, he brought up an event called Girls in Aviation being held at the airport on September 25<sup>th</sup>. This is an opportunity to partner with Women in Aviation International and bring awareness to girls aging from as young as 8 and up to college on the various career paths and recreational pursuits within aviation. There will be various speakers, lunch along with a question-and-answer session. Member Wackerlin suggested that this weekend is the Young Eagles program and the airport and that it would be great to have a poster on the door promoting this event.



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### Park Steward Reports

Member Wackerlin visited Celebration and Edward William Hynes Park. He reported that both are small neighborhood parks where the equipment is in good condition. Only issue at Celebration Park was there were some bare spots in the grass that needed seed. Plus, stumps were still present where trees were removed. Edward William Hynes Park all looked good including the landscaping. Only comment he made was as you walk in this park, there is an unexplainable tree that looks odd. The top is mutated and could use some pruning.

Chairwoman Tredore visited Echo Park and reported this was an updated park that looks great. Only issue she saw was some flooding in the grass area due to the hard rains the prior day but felt that was to be expected. She also visited Linda Fischer Park which has the Frisbee Golf Course. She reported this park was a hidden gem. It was clean and the course was well marked. Encouraged everyone to visit it.

Vice-Chairman Andrea visited Jaycee and Cattail parks. He reported that Jaycee got the attention it needed that was brought up earlier in the year and looked beautiful. It could use more benches and mulch. Cattail is a newer park and the wooden picnic tables under the gazebo looked wonderful. The Asphalt for the basketball court also looked great. He mentioned that the board approved a full court to be installed instead of a half court. There were a lot of kids on bikes and he overheard them talking about how excited they were about the new basketball court. His only comment was that Cattail Park could use a drinking fountain or a recycling bin especially once the basketball court opens.

Member Cairns visited Indian Trail Beach. He indicated that this park looked good and was much cleaner since his spring visit. He also visited Ken Carpenter Park which looked clean with minor issues. There were tire marks all over the parking lot and the sand volleyball courts could use some cleaning up around the corners and the edges.

Member Sivakumar visited Barbara Key Park and said it looked very good and was very well maintained. There was a child playing on the brown semi-circle that told her it seemed very shaky. She requested that this be checked out. She also commented there were a couple of dry patchy spots with weeds. She suggested that recycling bins could be spread out more. There were seven or eight placed just around the grill and playground area. There was a visitor that asked her if there was any way to label the trails. They are very beautiful but there is no way to know how long they are or where they take you. The second park she visited was Butch Hagele Beach which looked good with just some weeds and a couple of bare spots. The railings going down the stairs had some rust so they could use some paint. One recommendation she had was that there was a sign stating No Parking but nothing indicating where the valid parking was.

Member Donahue visited Avalon and Ford School Park both looked great. She did comment that Ford School Park is geared more for older kids ages 5-12 years old and was wondering if that was indicated on our website. There was only one problem at Ford School Park and it was the structure had siding coming down. The history of the school was fading so it would be nice to have it reprinted so people could actually read it.

Member Carman visited the Bark Park and did not see any issues. One comment made to her was that the main area could use a gazebo to block the wind with automatic heaters for the winter. The second park she visited was Lynn Dillow Park that had nothing major wrong just had some weeds.

### Village Trustee Liaison Report

Trustee Anderson started by commenting that the boat rental at Indian Trail Beach was a great idea. Many residents have commented about kids putting boats into the lake without tags and if we are providing boats, this might help with that problem. She reiterated that the full court basketball at Cattail was approved, and everyone



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is very excited. She touched on the strategic plan and commented that although the sustainability idea was not at the top of the list, she hopes that the Parks and Recreation Board can get something started on this.

### Member Reports

Vice Chairman Andrea wanted to share that his wife came into the Village to get their Bark Park tags and wanted to give kudos to the young man at the counter. She said he was very helpful and upbeat.

Member Sivakumar wanted to thank Superintendent Parchuz for getting the orange fencing put up so quickly at the skate park while construction was happening to keep the kids safe.

Chairwoman Tredore shared that she attended Barefoot Hawaiian party and it was great. All the feedback she overheard was positive and the turnout was great. She was hoping this will be an annual event.

Member Wackerlin commented he has been frequenting the Bark Park and had a couple of questions and comments. First, he asked if there was anything more being done about expanding the parking lot. Director Migatz answered there are some thoughts on the design but added that they are budgeting within in the next two years to re-due the parking lot addressing the flooding issues but not the expansion. Second, a safety concern that was brought up was that the bolts on the picnic bench legs seem to be sticking out and the dogs are getting injured. Many visitors felt they were installed backwards with the end pointing out instead of in so that needed to be checked on all tables. One last comment was about the QR code on the program guides. It would be great if we could have a sign at each park with a permanent QR code where visitors could scan the code and be directed straight to the website listing all current programs at any time.

Member Carman said she would like to see a sustainability program started. This year the village offered the pumpkin compost service but feels we need to expand on things like that. There are many residents that are interested and have many ideas. She would be happy to work at getting this started and hopes parks would help.

### Audience Participation

Resident Walter Weinert explained how he has been volunteering in Lake in the Hills at many events throughout the years. He finds it very hard to find opportunities now since everything is done through the computer. He would like to volunteer at the upcoming Sunset Festival. Trustee Anderson said she would forward his information to the appropriate people so they could reach out to him with possible volunteering opportunities.

### Adjournment

There being no further business to discuss, a motion to adjourn the meeting at 7:40pm was made by Member Wackerlin and seconded by Vice Chairman Andrea. The motion was approved by a voice vote of 7-0. The next Parks and Recreation Board meeting is scheduled for Thursday, September 2, 2021.

Submitted by

A handwritten signature in cursive script that reads "Tracey A. Padula".

Tracey A. Padula  
Recording Secretary