



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

PARKS AND RECREATION BOARD MEETING MINUTES

December 2, 2021

Call to Order

The meeting was called to order at 6:31 pm. Roll Call was answered by Members Wackerlin, Cairns, Donahue, and Chairwoman Tredore. Members Sivakumar, Carmen, and Vice-Chairman Andrea were absent.

Also present were, Public Works Director Tom Migatz, Superintendent of Public Properties Scott Parchutz, Recreation Superintendent Kim Buscemi, Recreation Supervisor Kristi Brewer, Trustee Wendy Anderson, Recording Secretary Dana Popovich and Recording Secretary Tracey Padula.

Approval of Meeting Minutes

Motion to accept the Parks and Recreation meeting minutes of October 7, 2021, was made by Member Cairns and seconded by Member Donahue. The motion was approved by a voice vote of 4-0.

Old Business

None

New Business

A. Presentation-Recreation Division 2022 Goal Presentation

Superintendent Buscemi reviewed the strategic goals and accompanying objectives that were adopted in 2021, to supplement the key action items in its 2017 Strategic Plan. The Recreation Division will pursue initiatives in the upcoming fiscal year that support the following strategic goals: Provide a wide array of outstanding parks and recreation programs to enhance quality of life for Village residents and improve the financial health of all Village funds. She also reviewed the Operational Goals. In 2022 we plan to have more all-inclusive events, work with a marketing company, and meet with the Northern Illinois Special Recreation Association (NISRA), biannually. Key performance indicators are monitored throughout the year and the data is annualized for the budget presentation document.

Budget highlights began with Superintendent Buscemi reviewing how the pandemic changed the recreation industry. Trends have been wiped out, making budgeting based on past averages challenging. A few key budget highlights include adding more Rec2U events. The minimum wage increase greatly impacts recreation, because of programs such as FuntasticCamp, Beyond the Bell, and Preschool Academy. The 2022 Annual Budget includes a personal increase for an additional full-time Recreational Supervisor. Member Wackerlin questioned about the projection with the on-going virus. Superintendent Buscemi responded that even with the virus they reserved over 800 tickets for Flurry Fest.

B. Presentation-Public Properties Division 2022 Goal Presentation

Superintendent Parchutz reviewed the projects of 2021 which included, upgrades to well houses nine, and twelve, and new pickleball courts at Leroy Guy and Sunset Parks. In FY 2021 three playgrounds were updated. In July the beach and lake policies were revised. They were revised in response to the concern about exceeded capacity. He also reviewed the damage from the storm that came through on August 10, 2021.

Superintendent Parchutz reviewed the Operational Goals for 2022 which includes revising the existing Parks Master Plan. He also reviewed the budget for 2022. Highlights were playground replacement at Lynn Dillow



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Park, and LED lighting upgrade at Plote Field.

Staff Report

Superintendent Buscemi reviewed her staff report starting with the most recent upcoming events that would be taking place. The Grinchmas Flurry Fest, Santa letter, Holiday Lights Bus Tour, and Holiday gift making were among the events. The winter program and event guide will go live on December 3. She reviewed that the special events section will now be the monthly event section. Staff hopes residents will enjoy opening the guide and seeing all the events listed together for a particular month. The recreation staff met with NISRA staff to discuss hosting events together and cross promoting events. Superintendent Buscemi and Coordinator Steffey went to the Senior Healthy Fair as a vendor. Staff was able to talk to many seniors, and explain recreation offerings. She also reviewed Recreation Supervisor Kristi Brewer, Recreation Coordinator Michelle Steffey, and Recreation Coordinator Casie Peltz's staff reports. Highlights included Beyond the Bell Program, the annual Lights on Afterschool event, which took place on October 28. Adult/Senior trips to the Fireside Dinner Theater, and to Naperville for a holiday Trolley and Dinner Trip. The Grinchmas Flurry Fest, which reserved over 800 tickets. A special thank you was made to Parks and Recreation Board Chair Tredore, Member Sivakumar, Village President Bogdanowski, and Trustee Murphy for helping with the Lights on Afterschool event.

Superintendent Parchutz reviewed his staff report starting with the Larson Park Project. He said staff has been very busy exploring possibilities or recommended uses of the project site, as well as fully researching inclusive play concepts. He went over the preparation for Flurry Fest. The public properties staff lights up walkways, decorates trees, installs twenty arches that visitors walk through. When all is said and done, they have invested close to 300 hours to ensure the event succeeds. Hain House renovation repair project is complete, as are all of the 2021 projects.

Park Steward Reports

There were no updates. The Board Members visits are only conducted April through October.

Village Trustee Liaison Report

None

Member Reports

Member Wackerlin asked if they had any plans to add more parking at the Bark Park in 2022. Superintendent Parchutz responded by saying, yes there will be a Phase One, which will add three or four new parking spots. Member Wackerlin expressed concern over the limited parking and how there were many times when he could not find a spot. Phase Two would add 20 more parking spots, but not sure when the funds will be available in the budget.

Chairwomen Tredore thanked everyone for the amazing job on Lights on Afterschool event.

Member Donahue stated that she is looking forward to the Flurry Fest with the Grinch.

Member Wackerlin asked about volunteering for the Flurry Fest and may not be able to arrive until 7pm. Superintendent Buchemi stated that was fine.



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Audience Participation

None

Adjournment

A motion to adjourn the meeting was made by Member Cairns and seconded by Member Donahue. The motion was approved by a voice vote of 4-0.

There being no further business to discuss, the Parks and Recreation Board meeting was adjourned at 7:03 PM.

Submitted by

A handwritten signature in cursive script that reads "Dana Popovich".

Dana Popovich

Recording

Secretary