



PUBLIC MEETING NOTICE AND AGENDA
PARKS AND RECREATION BOARD MEETING

JUNE 2, 2022
6:30 P.M.

AGENDA

1. Call to Order
2. Roll Call
3. Approval of April 20, 2022 Park & Recreation Board Meeting Minutes
4. 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.
5. Old Business
 - A. Lynn Dillow Playground Replacement
6. New Business
 - A. Parks Tour - Jaycee and Avalon Parks
7. Staff Reports
8. Village Trustee Liaison Report
9. Member Reports
10. 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:



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PARKS AND RECREATION BOARD MEETING

April 20, 2022

Call to Order

The meeting was called to order at 6:30 pm. Roll Call was answered by Members Wackerlin, Cairns, Sivakumar, Vice-Chairman Andrea, Carman, Donahue, and Chairwoman Tredore.

Also present were, Village Administrator Shannon Andrews, Administrative Services Manager Peter D'Agostino, Superintendent of Public Properties Scott Parchutz, Director of Public Works Tom Migatz, Recreation Superintendent Kim Buscemi, Village President Ray Bogdanowski and Recording Secretary Tracey Padula.

Approval of Meeting Minutes

Motion to accept the Parks and Recreation meeting minutes of March 3, 2022 was made by Vice Chairman Andrea and seconded by Member Cairns. The motion was approved by a voice vote of 6-0.

Old Business

A. Lynn Dillow Playground Replacement

Administrative Services Manager Peter D'Agostino talked about the survey that was sent out to the residents. The survey asked the residents to rank the seven concept plans received through the Request for Simplified proposals process. Eighty-nine residents participated in the survey. On March 24th, staff hosted a focus group with Chairperson Tredore, member Tara Donahue, a NISRA staff member, and three residents. The group discussed several concept plans that were divided into two sections. The first section was about the amenities that could be included in the revised concept plans. The second section contains a list of park amenities that could be considered for the future after considering the budget and the priorities that are identified in the next update of the Village's Parks Master Plan.

Administrative Services Manager D'Agostino said that while the Village has experienced some recent equipment delays, higher than expected price increases, staff recommends continuing with this project at this time. However, staff will continue to monitor current market conditions and should staff believe that it would be in the Village's best interest to delay the project, staff will communicate this to the Board.

After reviewing the seven design concept plans, and resident feedback, staff requests that the Board select three concept plans for the next phase of the process, which is the RFP process.

Administrative Services Manager Peter D'Agostino asked if the Board had any questions or feedback.

Chairperson Tredore asked Superintendent Buscemi about a brief overview of the meeting with residents.

Superintendent Buscemi responded that the results were in the Board packet.

Chairperson Tredore said that the focus group was a great idea, and highly recommends continuing with this process. She added that the residents liked concepts four, five, and seven. Concept five seemed to be the one



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design that had the most inclusiveness, which was something the residents were very vocal about. The only thing five didn't have, was a zipline. She then asked the Board for feedback.

Administrative Services Manager D'Agostino said that after the decision about which three parks they choose, then picking the color is the next step.

Superintendent Buscemi asked Administrative Services Manager if he was looking for the Board to just choose the top three designs at this time. He said yes it was.

The Board then discussed what they liked and disliked about the designs, and what the focus group thought about the designs as well. This included themes, separate areas for age groups, having ramps for accessibility, and all swings in a general area. The Board talked about the park being one color for the reason that is how children identify the parks. The surface of the playground, whether it would be woodchips or prepared surface, and if the budget would allow it.

The Board recommended designs, four, five, six, and seven.

New Business

A. Chapter 8 and Chapter 10 Merger and Establishment of a Special Event Permit

Village Administrator Shannon Andrews states they started the process in 2020 to revise Chapter 8 and Chapter 10. The Village worked with a codifier to revise codes and make them current. The Village used the feedback and created the version that was presented here this evening. The most significant change was the addition of the Special Event Permit. They would like to discuss the process for organizations to approach the Village, example Rib Fest, carnival and other types of fests. Collecting the appropriate information, the Village requires in order to make sure the event is safe, and it does not cause any issue for neighboring homes or roadways. Special Event Permit is established in the code, but the regulations are separate and included as part of the application.

Additional changes: Include definitions that have been added throughout. Including beach, boats, hard court surfaces, non-motor vehicles, rental facilities, lakes, and special events. Person fishing from a boat needs to purchase a boat permit which is \$10 annually in addition to a separate fishing permit. In the past there was a lake use permit, the Village had to go in and change that because we no longer charge to use the beach. Language change for motors prohibited- It is unlawful for any person to operate a motorized boat or vehicle on any lake in the Village with the exception of electric trolling motors. The problem being we are seeing a lot more electric motors which have become more powerful, and we do not want to see congestion on the water.

Updates being made to Skate Park Facilities include the restriction to only use the skate park until the fall, this has been lifted. It can be used up until snow and ice is present.

Snowmobiles or any other non-highway vehicles are not to be used on any park or Village-owned property without the issuance of a Special Event Permit.



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The new 8.12 Facility Use Permit now includes regulations for what is to be included as part of the application. The facilities available for rental are included in the definitions. The Board is given the ability to adopt a schedule of fees.

Language was also added to impose penalties for those in violation of their Facility Use Permit or Special Events Permit.

Village Administrator Andrews stated that all of the revisions and regulations are included in the paperwork provided, as well as the reasons for the revisions. Village Administrator Andrews then asked the Board if they had any questions.

Member Carman asked for clarification on if non-residents are allowed to use the beach and lake. Village Administrator Andrews responded that the Village Board expressed desire to have it be Village residents only and they wanted to change the wording for fishing to be catch and release.

Member Carman asked if there was an issue with the number of fish in the lake. Village Administrator Andrews responded that the Village restocks the lake once a year. The staff does not feel that there is an issue at this time so we are not restricting it to catch and release we are just adding catch and release to the signage.

Member Carman asked if catch and release was for boat fishing or people standing on land while fishing. Village Administrator Andrews responded it is for both.

Vice-Chairman Andrea asked if we are experiencing overcrowding at the beaches. Village Administrator Andrews responded that the beaches were not guarded but had an issue during the pandemic, so monitoring had to take place in order to restrict the number of individuals gathering. The Board recommended and were comfortable with the decision that made it Village residents only and that seems to help.

Village Administrator Andrews asked for a motion to Recommend the Recodification of Chapter 8 Parks and Playgrounds, including the establishment of a Special Event Permit, and the Repeal of Chapter 10 Lakes and Beaches.

A motion to approve the recommendation was made by Member Wackerlin and seconded by Member Sivakumar. The motion was approved by a voice vote 6-0.

B. Informational Item-Pollinator Garden Location

Director of Public Works Tom Migatz stated that on February 24, Village President Bogdanowski signed a proclamation marking that day as Mayors Monarch Pledge Day in Lake in the Hills. He then summarized the information provided by the National Wildlife Foundation, including the importance of increasing the natural habitat as a vital part of our eco-system for the monarchs. They have requested the Boards input on the following matters: location of the pollinator garden and should multiple smaller gardens be planted or a larger collection in one area. The Village will partner with the Rotary Club to assist with location and plant material. Sunset Park has been brought up as the ideal location for the pollinator garden. Director of Public Works Migatz opened it



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up to the Board for suggestions.

Chairwoman Tredore thinks Linda K. Fischer Park would be a good location.

Member Carman agrees.

Member Wackerlin suggests locations closer to Elementary Schools as a teaching opportunity.

Vice-Chairman Andrea said he would like multiple locations.

Member Sivakumar agrees with Vice-Chairman Andrea and active parks.

Member Donahue agrees with an active park, it could be educational as well as calming and relaxing, in addition to a sensory piece.

Vice-Chairman Andrea asked if the garden needs to be a square feature, 50x50. Director of Public Works Migatz responds no, it can be any shape.

Member Sivakumar asked if residents can adopt a garden. Director of Public Works Migatz responded by saying yes, they can look into that.

Member Wackerlin suggested the empty corner of the Bark Park as a location for the garden.

Member Cairns added that he has a pollinator garden, and it does much better in sunlight.

C. Informational Item-1st Quarter Program Statistics

Recreation Superintendent Kim Buscemi stated that the 1st Quarter Program report is similar to last year. She reviewed the programs and the revenues compared to previous year to date net revenues. She included an individual summary. Overall the year to date total participation and total net revenue is exceeding last year's first quarter due to the fact that Beyond the Bell did not run in the first quarter in 2021. Special events have outperformed last year's events due to the fact that they could now allow more people to attend. Family Bingo was a success, new programs included Frozen Footgolf and Youth Pond Hockey. Recreation Superintendent Buscemi opened it up to questions. Member Carmen asked if we are back to pre-pandemic numbers. Recreation Superintendent Buscemi stated not yet, but getting close.

Staff Reports

Recreation Superintendent Buscemi identified 25 signature events that are offered throughout the year, as ideal opportunities for local businesses and organizations to sponsor. Recreation Superintendent Buscemi provided a copy of the sponsorship package. She then discussed the Family Bingo event and how many were in person and how many were virtual. Local businesses donated prizes for the event. In February, on National Pancake Day, a



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celebration was held at the Hain House. Upcoming trips include the Maxon Riverboat, Senior Bingo event which now has monthly guest callers for the community. The early childhood programs were reviewed, which included Hot Shots Sports, Rock'n' Kids, and Tot Rock classes.

Superintendent of Public Properties Scott Parchutz discussed that the seasonal staff that is hired will help with checking permits, checking identification, and housekeeping tasks. Staff completed a total inventory of features and equipment for every park. The Village released a Request for Proposal (RFP) for the 2022 Normandy and Sunset Parks Playground Curb and Swing Set Replacement Project on February 25, 2022. The RFP invitation was emailed to twenty-two known vendors and the Village only received one bid for \$80,640,000. The Village Board approved to reject the Misfits Construction Company's bid and shall monitor the market and rebid the project in 2023. Superintendent of Public Properties Parchutz reviewed the 2023 playground replacement plan which includes Jaycee Park and Avalon Park. Superintendent of Public Properties Parchutz opened it up for questions. No questions.

Village Trustee Liaison Report

None

Member Reports

Chairwoman Tredore wanted clarification because she thought that the Board decided last year that they would start the park visits in March, but report it in April. This was confirmed to start next year.

Member Wackerlin started with his review from March of Celebration Park. He said that this was the most depressing park he has been to. It had paint peeling and the paint does not match where it was touched up. This park does not have any inclusive features. The upkeep on the mulch and plants was OK but the park is just dated. He then reviewed William Hines Park saying this was a nice park. It has good equipment, no graffiti and looks the same as last year. It is very clean and the plants were all good.

Vice-Chairman Andrea had Jaycee Park and stated that many of the trees were removed but the stumps still need to be removed. Otherwise, the park is in good shape. Superintendent of Public Properties Parchutz responded that Public Works is going to grind the stumps and reforest. Vice-Chairman Andrea stated that the basketball court is used a lot and asked if it will be resurfaced. Superintendent of Public Properties Parchutz stated yes.

Chairwoman Tredore had Linda K. Fischer and stated she was there right after it had rained so there was a lot of mud, which was expected. This is the park with the Disc Golf which she feels everyone should go see along with nice walking paths. There were few weeds present. She also reviewed Normandy Park since she might not make next month's meeting. It was in good shape but the landscaping border around the park needs to be replaced because it is becoming a tripping hazard. Trees added would be nice on the East side. The parking area needs to be repaved and restriped, this was also noted last year, and has not been fixed. Superintendent of Public Properties Parchutz responded that it is on the list for this year.



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Member Cairns had Indian Trail Beach. There was a lot of activity, plots dug out. Superintendent of Public Properties Parchutz responded that it was for a shed that they were putting in. Member Cairns noted the fence. Superintendent of Public Properties Parchutz responded that the fence is in bad shape and needs to be replaced.

Member Sivakumar had Butch Hagele Beach and on multiple visits, the gate was locked so she could not review. Superintendent of Public Properties Parchutz stated that it will be unlocked starting Memorial Day.

Member Donahue had Ford School Park and said the playground and equipment looked good. Feedback from people there was there is nothing for smaller kids to do. It is a great playground for the older kids with the slides, zipline, and climbing equipment making it a very active park.

Member Carman had Horner Park saying everything looked perfect, no weeds, mulch looked perfect, trees looked great.

Audience Participation

None

Adjournment

A motion to adjourn the meeting was made by Vice-Chairman Andrea and seconded by Member Donahue. The motion was approved by a voice vote 6-0.

There being no further business to discuss, the Parks and Recreation Board meeting was adjourned at 7:38 PM.

Submitted by

Dana Popovich

Dana Popovich

Recording Secretary

AVALON PARK

JUNE 2, 2022

Parks and Recreation Board Opinions

1. What existing feature or equipment do you like at this location and why?

2. Is this playground situated appropriately on the site? (circle one) Yes No

3. Should a replacement playground go in another location? (circle one) Yes No

4. Besides common playground equipment such as slides, swings, monkey bars, and climbing features; what types of playground equipment would you like to see at this location? (circle your choices)
 - a. Sensory panels
 - b. Track slides (where one holds-on to a feature to glide across a fixed path)
 - c. Zip line (where one sits on a feature to glide across a fixed path)
 - d. Features that provide shade
 - e. Ramps
 - f. Balance beams
 - g. Bench swings or generational swings (where an adult and child can swing together)
 - h. Poured-in-place impact attenuating surface as opposed to fiber (wood chips)
 - i. Other features?

5. What types of equipment would you prefer not to see at this location? (Preference to not install tube-slides has been mentioned in the past)

6. If desired, what theme(s) would you like to see at this location?
 - a. Sports, music, fitness, nature, castles, transportation, farmyard

7. What ages should the equipment be suited for? (circle one)
 - a. Ages 2-5
 - b. Ages 5-12
 - c. Other

8. Is there a need for passive features like a shelter/shade structure or benches? Yes No

9. If so, what is needed
10. Quantity



STAFF REPORT

MEETING DATE: June 2, 2022

DEPARTMENT: Administration

DIVISION: Recreation

Upcoming Special Events:

- | | | |
|-----------|-------------------------------------|--------------------|
| • June 2 | Senior Community Progressive Tour | |
| • June 3 | Karaoke & Movie Night | Village Hall |
| • June 9 | Rec2U....Come Play with Us | LaBuy Park |
| • June 10 | Teen Night: Flashlight T-Rex Hunt | Sunset Park |
| • June 15 | Storytime at the Splashpad | Sunset Park |
| • June 21 | First Day of Summer Beach Party | Indian Trail Beach |
| • June 23 | Hawthorne Race Course Trip | |
| • June 24 | Ooey Gooey Fun | The Annex |
| • June 26 | Color Powder & Water Balloon Battle | Ken Carpenter Park |
| • July 9 | Unplug Illinois Events | |

For more information please view the program and activity guide: [RECREATION.LITH.ORG](https://recreation.lith.org/)
<https://recreation.lith.org/>

If you are interested in volunteering or being present to represent the Board, please contact Kim Buscemi @ kbuscemi@lith.org

Submitted by Recreation Superintendent, Kim Buscemi:

Summer Programming: Summer registration is now open. Marketing efforts have begun using Community Pass messaging, Social Media, flyers to current participants, and emails to current community partners.

This summer the recreation team is partnering with NISRA, the Algonquin Public Library and MCHD on several events. Adult trips continue to partner with the Crystal Lake Park District, Cary Park District, Barrington Park District, and the City of McHenry.

Submitted by Recreation Supervisor, Kristi Brewer:

Beyond the Bell Afterschool Program at Lincoln Prairie: The program was completed on May 23, 2022, for the 21/22 school year. Registration is open for the 22/23 school year and incoming registrations are being received weekly.

Summer FuntastiCAMP: Weekly camp fees will cover the hours of 7 am – 6 pm. The program will continue to include a weekly pool trip and add a weekly off-site field trip as the program returns to its pre-pandemic schedule. The staff has completed an RFP for bus transportation services and First Student, Inc was selected. Currently, the first week of camp consists of over fifty campers (thirty-eight in 2021) ranging from kindergarten through seventh grade.

	Mon, May 30	Tue, May 31	Wed, June 1	Thur, June 2	Fri, June 3
k-1	No Camp	Kick-off to the Summer	Fun at Sunset Park Splash Pad, Disc Golf & Kite Flying	Swimming at Woodstock Water Works	Flying Color Powder at Village Hall
2-3	HAPPY Memorial Day	Kite Building/Testing, racket stomp & flying saucers	Water Play Day with Flying Water Balloons	Water Play Day, Space ship craft & Helicopter Games	Water Play Day, Wind chimes & DIN bouncy balls
4-6					
Mon, June 6	Tue, June 7	Wed, June 8	Thur, June 9	Fri, June 10	
k-1	Dino Bones, Jurassic Jar Garden & Dino Egg Hunt	Take you Dino Swimming at Woodstock Water Works	Leroy Guy Park Visit Triceratoss, Anomely relay & clay pinch pot	Jurassic Gardens in Volo	Jurassic Quest Nerf Skills Challenge
2-3	Leroy Guy Park Visit	Water Play Day & Dino Water Quest	Dino Bones, Jurassic Jar Garden & Prehistoric Lanterns	Dino Adventure Activities & fossil slime	Jungle Rescue Course, Dino Relay Race & volcanos
4-6	Hot lava tug-o-war, fossical kick-ball & clay pinch pot				
Mon, June 13	Tue, June 14	Wed, June 15	Thur, June 16	Fri, June 17	
k-1	Garden Party, Worm Races & Gnome Homes	Swimming at Woodstock Water Works	Strawberry Picking at Tom's Farm	Backyard Games, nature bingo & Scavenger Hunt	Larsen Park Fishing & Fire Depart 10 am Return: 2:30 pm
2-3	Backyard Games, nature bingo & Scavenger Hunt	Onsite Water Play Day & Exploration	Explore the Great Outdoors Activities & solar ovens	Larsen Park Fishing & Fire Depart 10 am Return: 2:30 pm	Garden Party, nature wands & Gnome homes
4-6	Larsen Park Fishing & Fire Depart 10 am Return: 2:30 pm			Garden Party, nature wands & Gnome homes	Backyard Games, tin can art & Scavenger Hunt

Submitted by Recreation Supervisor, Casie Peltz:

Special Events:

National Shelter Pet Adoption Day Bark Park Event with AAPLD - 4/30 11am – 3pm

This event was rescheduled for September 10 due to weather.

Mom & Me Tea - May 7 10am and 12pm (2 seatings)

On a beautifully sunny Saturday, the recreation team hosted 60 participants for the Mom & Me Tea event. In addition to photographs, tea service, lunch, and a goodie bag, participants were treated to a session with Lisa Lombardi. Lisa is a certified life coach that lead the group through a talk and activities geared toward self-esteem and confidence. The post event survey showed a 100% satisfaction rating.



Senior Programming:

Senior Bingo (4th Tuesday of the month)

Brea Imse from Kindred Hospice was our guest caller for May. Ten participants. Upcoming guest callers include; Melody Living, Revere Court, Chick-Fil-A and the Algonquin Library.

Mother's Day Senior Luncheon May 9 11am - 1pm

Mothers enjoyed a lovely lunch at the Hain house, with 7 seniors, the day after Mother's Day. Participants planted flowers in pots and had some fun discussions. The group mentioned they would like more luncheon opportunities.



Senior Participation	January	February	March	April
Wed. Cards	15	14	28	25
Thurs. Games	0	0	0	0
UFO	12	10	11	7
Bingo	7	16	15	22
	34	40	54	54

Upcoming Senior trips & events:

June 2 - Progressive Tour with the Oasis Senior Advisors

June 18 – UFO

June 23 – Trip to Hawthorn Race Track

June 28 – Senior Bingo

Submitted by Recreation Supervisor, Michelle Steffey:

Early Childhood Programming: *Hot Shots Sports* youth sports spring session just came to an end. The soccer and ninja classes were full. Summer session will be starting June 6th, 2022. Staff sent home flyers with the preschool academy students and the Village Communications Specialist sent out information about upcoming classes via social media.

Rock'n'Kids spring session just came to an ended. Summer session one started on June 7, 2022.

Preschool Academy: Preschool currently has 60 students enrolled for the 2021/2022 school year. The preschoolers had a busy month. The Twos Plus and 3-year-old classes learned about the life cycle of butterflies and the pre-k classes learned about the life cycle of chicks.



Open enrollment for the 2022/2023 is now available. Currently, 49 students are enrolled for the 2022/2023 school year. Classes are filling up quickly and tours are available weekly for residents and non- residents.

Upcoming Events:

May 27th - End of the Year Preschool Celebration

Preschool Summer Camps - June 21 - August 4



STAFF REPORT

MEETING DATE: June 2, 2022
DEPARTMENT: Public Works
DIVISION: Public Properties

Beach Openings - McHenry County Department of Health has inspected and passed both Butch Hagele and Indian Trail beaches as collected water samples passed the toxicology testing and are now open to the public. MCDH will continue monitoring water quality bi-weekly throughout the season, and staff will keep residents informed of any beach closures.

Village Website:

- Beach access is limited to residents of the Village of Lake in the Hills and their guests.
- Non-residents can only access the beaches when accompanied by a resident of the Village of Lake in the Hills as their guest.
- Non-lifeguard Village staff will be present 9:00 a.m. to 5:00 p.m. daily during open beach season from Memorial Day through Labor Day to ensure compliance with beach regulations.
- Beaches are open daily from dawn to dusk.
- Beaches are not guarded. Swim at your own risk.

Bark Park Parking Lot- The Bark Park parking lot was closed during renovations, whereby the asphalt parking surface was replaced and contoured to shed the rainwater to the east, which will alleviate rainwater erosion by directing it into the side lot ditch.

Jaycee and Avalon Playground Replacements- The Village is planning to replace Jaycee and Avalon Park playgrounds in 2023, as each have reached the end of their service lives. Equipment manufacturers and the industry standard recommends replacement at their 15th anniversary; however, after 20 years, most proprietary equipment is no longer available or supported by the manufacturer running the risk of losing some features.

- **Jaycee Park:** Jaycee Park playground was installed in 2000 and is a popular neighborhood destination for area users. The playground, which will reach 23 years of service and is in poor condition needing replacement. The equipment shows visible signs of vandalism where graffiti and gouging of the surfaces cannot be repaired or entirely removed.
- **Avalon Park:** The playground was built in 2003 and also shows signs of vandalism where gouging and ghost lettering required many layers of paint to cover up defects on the

existing equipment. The playground at 20 years old has reached the end of its usable life requiring replacement.

June 2, Parks Tour: To better understand the current layout and possible future layout including amenities and play equipment, the Board will tour both sites on June 2nd after initially convening inside Village Hall. Staff will provide transportation. In connection with this comes the consideration of inclusive playground equipment, updating the limits of the playground area, safety surfacing, drainage issues, renovating pathway surfaces, and other potential amenities.

2023 Playground Financial Budgetary Fund Impact: As a rule of thumb, the Village schedules playground replacements on a 20-year schedule based on overall condition and on replacing it with similar or a like-with-like scenario. Staff will forecast increases to those budgets for internal budget discussions on feasibility should outcomes from the tour indicate enhancements not considered at the time these budgets were first adopted.

Location	Installed	Replaced	Estimated Cost	Fund
Jaycee Park	2000	2023	\$102,400	General
Avalon Park	2003	2023	\$102,400	SSA 2