



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



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

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

Dana Popovich

Recording Secretary