



PUBLIC MEETING NOTICE AND AGENDA  
PARKS AND RECREATION BOARD MEETING

NOVEMBER 3, 2022  
6:30 P.M.

AGENDA

1. Call to Order
2. Roll Call
3. 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.
4. Approval of October 6, 2022 Park & Recreation Board Meeting Minutes
5. Old Business
  - A. Facility Use Policy Updates
6. New Business
  - A. Informational Item – Garden Plots
  - B. Informational Item – Financial Analysis
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:



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

PARKS AND RECREATION BOARD MEETING

OCTOBER 6, 2022

## Call to Order

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

Also present were, Director of Parks and Recreation Trevor Bosack, Recreation Superintendent Kim Buscemi, Trustee Wendy Anderson, and Recording Secretary Dana Popovich.

## Audience Participation

Scott Surman wanted to discuss adding keycode entry to the Beach, like they have at the Bark Park. He feels this would really help eliminate nonresident access, and maybe even eliminate the need for staffing all together.

Director of Parks and Recreation Trevor Bosack addressed the Board about changing the order of audience participation, as previously asked, and said that it would have to stay in the order it is. He also met with resident Scott Surman after the September 1<sup>st</sup> meeting to discuss the signage at the beach.

Chairwoman Tredore noted at 6:35pm Member Carman was added to the Board meeting.

## Approval of Meeting Minutes

Motion to accept the Parks and Recreation meeting minutes of September 1, 2022 was made by Vice-Chairman Andrea and seconded by Member Cairns. On a voice vote, Member Wackerlin, Cairns, Donahue, Carman, Vice-Chairman Andrea, and Chairwoman Tredore voted Aye. No Nays. Motion carried 6-0.

## Old Business

### A. Lynn Dillow Playground Replacement

Director of Parks and Recreation Trevor Bosack asked the Board to look at the slide show of the Lynn Dillow Replacement project. He went over placement of the equipment and some of the focal points like the tri-rider, swings, and the communication board. Director of Parks and Recreation Trevor Bosack then went over the many different color options that were available. He showed examples of colors that were present in the many parks in Lake in The Hills. The first color concept for Lynn Dillow Playground is lime, purple, and orange. Three colors seemed like too much color, so Director Bosack asked Play Illinois to put the brown back and just add pops of color. Director Bosack said he wants to be respectful of the Board and what they want, and is asking the Board for their feedback. Chairwoman Tredore asked what colors other than brown do the posts come in. Director Bosack said they come in just about any color, he chose the brown color because it goes like nicely with the roofs, and in keeping with the nature theme. The Board added that they think it is too much brown. Member Donahue commented that she really liked the purple, it's not a color we see in many of our parks. She also said that maybe we could make the posts lime. The Board all seem to agree with that idea. Director of Parks and Recreation Trevor Bosack asked would the Board like him to go back to Play Illinois and ask them to make a mock up with the colors of green, purple, brown, and tan. He requested that they still make the recommendation so he can prepare it as an agenda item.

Motion to accept the colors for the Lynn Dillow Park Replacement project was made by Member Carman and was Seconded by Member Cairns. On a voice vote, Member Wackerlin, Cairns, Donahue, Carman, Vice-Chairman Andrea and Chairwoman Tredore voted Aye. No Nays. Motion carried 6-0.



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Director of Parks and Recreation Trevor Bosack asked for feedback on what items should be on the Communication Board.

Member Wackerlin suggested asking the Preschool Academy about what options are best.

Director of Parks and Recreation Trevor Bosack said that was a great suggestion.

Chairwoman Tredore suggested contacting NISRA about it as well.

Trustee Wendy Anderson said that being in special education, everything that is on there, looks appropriate.

## New Business

### **A. Informational Item – Facility Use Policy Updates**

Director of Parks and Recreation Trevor Bosack reviewed Chapter 8 of the Village's Municipal Code that outlines the Facility Use Permit process in section 8.13 of the Code, specifically the Facility Use Permit application. In 2021, staff representing Village departments began meeting to discuss and review the Village Facility use Policy. After reviewing, and looking at neighboring municipalities these are the changes, that have an effective start date of January 1, 2023.

Director of Parks and Recreation Trevor Bosack reviewed the changes. He went over some of the fees and what the rules are. He said he would like to clean it up to make it easier to educate the renters on what the expectations are. Recreation Superintendent Kim Buscemi suggested that we take pictures of the table and chairs and have the posted in the rental area. Director of Parks and Recreation Trevor Bosack said that there is a lot of information to digest and that is why he brought this forward as an informational item. He asked the Board for their feedback.

Member Wackerlin asked where in the policy does it state when the indoor and outdoor facilities are available to rent. Is there an amount of time you can schedule in advance?

Director of Parks and Recreation Trevor Bosack responded that the picnic shelters it's the first Monday in April to the first Friday in November. The indoor facility is six months in advance, and the reason why, is our recreation department uses the facilities for events.

Member Wackerlin said that he went to schedule a party in April, and every weekend was full. He feels it would be helpful if we had it stated somewhere in the policy.

Member Carman thought it would be helpful if we could send some sort of automated text before a rental, reminding them of their responsibilities.

Member Donahue said maybe residents could have first access to rentals by letting them book a few weeks prior than a nonresident.

The Board thought that was a good idea.



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## **B. Informational Item – Indian Trail Beach Grant**

Director of Parks and Recreation Trevor Bosack discussed that T-Mobile partnered with two nonprofit agencies, Main Street America and Smart Growth America, to administer, review, and issue “Hometown Grants” to communities and small towns across America. This grant program has \$25 million committed to be distributed over five years as \$50,000 grants to 25 communities, per quarter. Staff identified upgrades that would fit within the \$50,000 grant award amount. The Public Works Department anticipates installing the various amenities and the estimated labor was identified as a Village-related contribution at approximately \$11,300. Staff will provide an update as to the status of the grant application once a decision has been made.

## Staff Reports

Recreation Superintendent Kim Buscemi discussed Sunset Fest, and what a great turn out they had. She thanked Board Member Brad Wackerlin for helping out and taking pictures. Recreation Superintendent Kim Buscemi talked about upcoming events starting with Hero Week, and how they added a pinning ceremony that will be on Veterans Day. Everyone is invited, and it is at two o'clock. Recreation Supervisor Casie Peltz participated in two Senior Fairs that were sponsored by local State Senators. Recreation Supervisor Casie Peltz was also invited to serve on State Representative Suzanne Ness Senior Advisory Committee which meets quarterly to discuss senior needs, issues, and legislation. Recreation Superintendent Kim Buscemi talked about some of the activities and trips that took place over the last month. She discussed the Preschool Academy being at eighty percent capacity, and only having seventeen spots left. Recreation Superintendent Kim Buscemi said they hired a supervisor for Beyond the Bell, and the program is running well. She asked the Board if they had any questions. She also said the Board is always welcome to attend any of the events they have.

Vice-Chairman Andrea Asked what UFO was that is on the fifteenth.

Recreation Superintendent Kim Buscemi said it was Unfinished Projects. There is a group of mostly women, but a few men, and they work on different projects.

## Village Trustee Liaison Report

None

## Member Reports

Member Brad Wackerlin had Rolling Hills Park. He said it looked good. He suggested that the bushes need a trim, and some weeds need pulled.

Member Cairns had Ryder Park. He said it was in good condition, and he really likes the park. The only issue he mentioned was that the plant island that is there is getting washed out. The blacktop is starting to sink in and that is where the handicap entry is. Director of Parks and Recreation Trevor Bosack said that parking lot is getting replaced next year.

Chairwoman Tredore had Plote field, and thought it looked good. She suggested that another picnic table be added, and striping of the parking lot.

Vice-Chairman Andrea had Richard Taylor Park and Skate Park. He thought it looked good. He also suggested that



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**OCTOBER 6, 2022**

they put some kind of seating around there. The way it is now, you have to sit on the ground.

Member Carman had Stoneybrook Park. She thought it looked great, just a few weeds in the mulch. The trees looked good. She said that there were a lot of families playing there, which was nice to see.

Member Donahue had Turtle Island. She said it looked great. She also wanted to say that the Kidzone at Sunset Fest was amazing and thanked the Parks and Recreation department for all the work they put into it.

## 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 7:30 PM.

Submitted by

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

Dana Popovich

Recording Secretary

DRAFT



# REQUEST FOR BOARD ACTION

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**MEETING DATE:** November 3, 2022

**DEPARTMENT:** Parks and Recreation

**SUBJECT:** Facility Use Policy Updates

## EXECUTIVE SUMMARY

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Staff is seeking the Park and Recreation Board's recommendation for updates to the Village Facility Use Policy.

To review, Chapter 8 of the Village's Municipal Code (Parks, Lakes and Beaches), outlines the Facility Use Permit process in Section 8.13 of the Code, specifically the Facility Use Permit application. The application is required to include specific information which should align with other ordinances within the Municipal Code. Further, the Village has an issued Facility Use Policy document that provides additional information prior to the end user completing an application.

In 2021, staff representing the Village departments and divisions that have a role in facility rentals began meeting to discuss and review the Village Facility Use Policy. After completing the review process, staff recommends updates to the existing policy in order to formalize current unwritten practices, integrate best practices from neighboring municipalities, and incorporate Village Municipal Code changes since the policy was last revised in January of 2017. A redlined version of the revised policy is attached with an effective start date of January 1, 2023. Notable changes are listed below:

1. Clarified the dates/times that facilities are able to be rented to match current practices and the Village Municipal Code.
2. Reworded the language in the rental standards conditions section to make it easier to understand the Village's intent for rentals.
3. Updated the definitions for the types of individuals and groups that are able to reserve a Village facility to reflect current practices.
4. Reduced the minimum number of days required from the application submittal to the reservation date from seven to three business days to better serve applicants.
5. Added language to indicate that all rentals/events with over 100 persons require a Village Special Event Permit instead of a Facility and Park Use Permit.
6. Revised the daily liquor license language to reflect current practices and the Village Municipal Code.
7. Revised the policy to indicate that only residents may reserve the ITB shelter, to reflect the Village Municipal Code change in 2021 that restricts beach access to Village residents and their invited guests.
8. Revised the policy to indicate that "catch and release" is encouraged while fishing (with a permit) and that fishing is not allowed at Indian Trail Beach, per the Village Municipal Code.

9. Added the requirement for renters to place a credit card on file with the Village as a method for recuperating expenses for any damages and/or cleaning costs associated with the rental. In order to document the condition of the facility at the conclusion of the rental and avoid staff costs associated with afterhours inspections, renters will be required to submit photographs of the rented facility at the conclusion of the rental period or pay a \$25.00 fine.
10. Added a fee table to outline damages and/or cleaning costs.
11. Changed the fee structure from per game to hourly for athletic fields/sport courts rentals to better align the Village with surrounding government entities.
12. Revised the insurance section to the recommendations set by the Village's risk management agency, the Intergovernmental Risk Management Agency (IRMA).
13. Revised the cancellation policy to be more accommodating in situations where weather events or other unforeseen circumstances prohibit rentals.

Staff has also discovered a set of three General Use Procedure documents (Village Hall, Facility Rental, and Hain House) which further outlines expectations of renters, along with costs associated with damage and/or non-compliance of renter requirements (i.e. trash removal, wall damage, etc.). Staff feels that it is important to detail these line-item charges in the Facility Use Policy document instead of on a separate document to eliminate confusion and streamline information.

Staff is seeking a motion to recommend updates to the Village Facility Use Policy for consideration by the Village Board.

If the January 1, 2023 updates are recommended by the Parks and Recreation Board, staff will present the updated Village Facility Use Policy to the Village Board at an upcoming Committee of the Whole meeting for approval, before preparing for these updates to go into effect on January 1, 2023.

## **FINANCIAL IMPACT**

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The proposed changes are expected to increase rental fee revenues for athletic fields/sport courts rentals by \$1,200 to \$1,800 in 2023, due to changing the fee structure from per game to hourly.

## **ATTACHMENTS**

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1. Village Facility Use Policy – January 1, 2023

## **RECOMMENDED MOTION**

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Motion to recommend updates to the Village Facility Use Policy for consideration by the Village Board.

# Village of Lake in the Hills

## Facility Use Policy



## ~~Policies, Fees & Applications~~

Revised May 25, 2005  
Revised December 9, 2005  
Revised February 8, 2007  
Revised December 6, 2007  
Revised February 12, 2008  
Revised June 12, 2008  
Revised July 31, 2009  
Revised November 12, 2009  
Revised May 24, 2010  
Revised October 5, 2010  
Revised June 23, 2011  
Chapter 8.15C Revised & Approved  
Revised March 14, 2013  
Revised August 2013  
Revised December 12, 2013  
Revised June 12, 2014  
Revised August 14, 2015  
Revised January 27, 2017  
[Revised January 1, 2023](#)

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## Village of Lake in the Hills Facility Use Policy

### A. Reservations

Certain Village facilities may be utilized for public or private assembly on terms and conditions set forth in this policy. Approval for facility use will require that the event or activity meet the following standards:

- That any gathering provides for an activity or program would not be detrimental to the health, safety, or welfare of the community and is not unreasonably disruptive to other permitted activities, nearby residents, and/or licensed business operations. That the primary purpose of any gathering provides for an activity or program that would be in the best interest of the community and provides a positive benefit.
- That the activity or event does not discriminate, degrade or portray disrespect toward any individual or organization and/or creates a negative impact to the community.
- That the soliciting or collection of money for the purpose of sales, promotion or negotiating for sales within said facilities is prohibited without prior authorization from the Director of Parks and Recreation Parks and Recreation, or designee.
- Requested time of facility use will be considered and approved by the Village's Director of Parks and Recreation Parks and Recreation, or designee.

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Those interested in reserving a Village facility are required to complete the Village of Lake in the Hills Facility and Park Use Permit Form-Application or agree to the policies via the online facility reservation software. The Facility and Park Use Permit Form-Application must be submitted to the Director of Parks and Recreation or designee Parks and Recreation Department along with all applicable security deposits, fees, and/or insurance documentation in order for approval to be considered.

Available Facilities:

- LaBahn-Hain House – Year-Round Year-Round (Except Village Holidays)
- Village Hall Rooms – Year-Round Year-Round (Except Village Holidays)
  - Community Room
  - Multi-Purpose Room (Lower Level)
- Athletic Fields/Sport Courts – Year-Round Based on the discretion of the Director of Parks and Recreation, or designee.
- Picnic Shelters – Reservations accepted on the first Monday in February for the current calendar year (Available from May 1 to September 30 the first Monday in April to the first Friday in November)
- The rental of a Village facility not listed in this document may be approved in writing by the Director of Parks and Recreation.

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Village Holidays are as follows: New Year's Day (Observed), President's Day, Memorial Day, ~~Fourth of July~~ Independence Day (Observed), Labor Day, Veterans Day, Thanksgiving, Friday after Thanksgiving, Christmas Eve (1/2 day) (Observed), Christmas

Day (Observed), and New Year's Eve (1/2 day) (Observed). ~~& New Year's Day (Observed).~~

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## B. Definitions

1. Village of Lake in the Hills—any facility or field use for Village events, meetings, programs, and /or contracted programs (to include Lake in the Hills Affiliate Organizations). Village Affiliate Organization: An Organization with a 501(c) tax code status from Internal Revenue Service that has entered into an agreement with the Village to provide recreational opportunities to the residents of Lake in the Hills on Village-owned property.

1.—

2. Residents: Any person or organization residing in the Village of Lake in the Hills.

3. Non-residents: Any person or organization group residing outside the village limits of Lake in the Hills. Village of Lake in the Hills.

4. Community Group: A group with a 501(c) tax code status by the Internal Revenue Service

5. Taxing Body: Any government entity which has the power to levy a tax. Please note that while taxing bodies must abide by the Village's Facility Use Policy, complete a Facility and Park Use Permit Application and provide insurance. Taxing bodies are not charged fees or maintenance deposits.

3.

4. Civic Groups: Not for profit groups benefitting the community based on discretion of Director of Parks and Recreation.

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### C. Scheduling

Certain Village facilities are available for use by the general public on a first come, first serve basis. All facility reservations will require at least ~~seven days~~three business ~~notice~~days' notice prior to the rental date and ~~no more than a six months advance notice~~may be reserved no more than six-months in advance. ~~If staff is able to accommodate a reservation with less than a seven day notice, a \$50 fee will be applied.~~

#### Shelters and Indoor Facilities

Scheduling for all facilities are subject to the discretion of the Director of ~~Parks & Recreation~~Parks and Recreation, or designee. Priority in scheduling shall be as follows:

1. Village of Lake in the Hills
2. Residents / Non-residents
3. ~~Affiliate Groups / Community Civic Groups (limit 2 times per month)~~Other organizations

#### Athletic Fields and Sport Courts

Scheduling for all athletic fields and sport courts are subject to the discretion of the Director of ~~Parks & Recreation~~Parks and Recreation, or designee. Priority in scheduling shall be as follows:

1. Village of Lake in the Hills
2. ~~Village (including Affiliate Organizations)~~groups
3. Other organizations

4. Note: Because of the Village's insurance requirements, individuals are not able to reserve athletic fields or sport courts.

~~2. Residents~~

~~3. Non-Residents~~

#### Plote Field

1. Village related use
2. LITHYAA
3. Northern Illinois Men's Baseball League (NIMBL)
4. American Legion
- 4.5. Phenom Illinois

~~5. Residents~~

~~6. Non-residents~~

### D. Eligibility

- Residents/~~n~~Non-residents making a reservation for a Lake in the Hills facility must be at least 21 years of age and be present at the activity or event.

### E. Maintenance

- Facilities are to be left in an acceptable, clean, and orderly condition. The facility

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user bears the responsibility of removing all personal items and materials from the facility.

- All accumulated trash in bathrooms, kitchen, rental room(s), outside shelters, and perimeter park areas is to be disposed of in available trash receptacles or dumpster.
- Tables and chairs are to be properly cleaned, stacked, and stowed at the conclusion of the gathering. Picnic tables must be returned within the shelter.
- Removal of Village property from a facility is absolutely prohibited and will be prosecuted to the fullest extent of the law.
- Prior to exiting a facility, ensure that all interior lights are turned off and check ALL exit doors to ensure that they are locked.

• Renters must comply with all regulations and ordinances of the Village of Lake in the Hills including the [Village's Noise Ordinance](#) and the [Park Rules and Regulations that are posted at each park, the park, or facility use hours, etc.](#)

#### F. Rules & Regulations

- The Village has the authority to deny or restrict use of a requested facility for any reason.
- [All rentals/events with over 100 persons require a Village Special Event Permit instead of a Facility and Park Use Permit.](#)
- Smoking tobacco and the use of smokeless tobacco products is prohibited in all public facilities or within 15 feet of any entrance to a public place, sports field, athletic court, skate park, recreational shelter or structure, public beach, disc golf course, splash pad, and dog park in the Village.
- [Alcoholic beverages are not allowed in the Community Room, Multi-Purpose Room, Indian Trail Beach picnic shelter or any other park facility or grounds. Exception: The Village will allow alcoholic beverages to be consumed at the LaBahn-Hain House, and the rentable picnic shelters at Sunset Park, Barbara Key Park and Larsen Park, with approval of a Daily/Event Liquor License. Renters must apply for a Daily/Event Liquor License while applying for a facility rental and receive approval from the Liquor Commissioner, a minimum of 14 days prior to their rental date. The Daily/Event Liquor License is processed by the Administration Department for an additional fee. Applicants who are not acting on behalf of an organization or club may request that the Village accept a general liability policy covering the event in lieu of the insurance required under the Village Municipal Code. The Village may accept such alternative coverage where the policy includes social host liquor liability insurance and names the Village as an additional insured for the duration of the event for which the Facility and Park Use Permit and Daily/Event Permit has been requested. The policy shall maintain limits no less than \\$1,000,000 per occurrence. \(Note: this is a separate policy, not part of a homeowner's insurance policy.\) The cost for this policy would be in addition to the cost of the Daily/Event Permit.](#)

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~~No alcoholic beverages are allowed in Village facilities or on any park grounds. Exception: the Liquor Commissioner may grant a daily/event permit, which is processed by the Administration Department for an additional fee. Applicants who are not acting on behalf of an organization or club may request that the Village accept a general liability policy covering the event in lieu of the insurance required under Chapter 33. The Village may accept such alternative coverage where the policy includes social host liquor liability insurance and names the Village as an additional insured for the duration of the event for which the Facility and Park Use Permit and daily or event permit has been requested. The policy shall maintain limits no less than \$1,000,000 per occurrence. (Note: this is a separate policy, not part of a homeowner's insurance policy.) The cost for this policy would be in addition to the cost of the daily/event permit.~~

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- ~~• Facility phones are to be used for emergencies only.~~
- ~~• Any unusual incidents (i.e. public or private property damage, injury to user, conflict/argument between users, etc.) should be immediately reported to the Parks & Recreation Parks and Recreation Department or the Police Department.~~
- ~~• A Facility Use Permit will be issued upon approval of a request.~~
- ~~• A copy of the approved reservation must be on site during your rental.~~
- ~~• Pets are prohibited in Village indoor facilities (exception: service dogs or other approved service animals)~~
- ~~• The Village of Lake in the Hills will not be liable for any claims for injury, illness or damages resulting from or arising out of the use of the Village's facilities or premise adjacent thereto. The renter agrees to indemnify the Village and hold it harmless against any and all such claims, damages, losses, and expenses, including incidents arising out of the consumption, preparation or disposal of food at the facility.~~

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~~If requested by the Village, the renter shall carry insurance against such claims and furnish the Village with a certificate of insurance evidencing same.~~

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## G. Village Indoor Facilities

- ~~• The following indoor facilities may be rented: (Village Hall Community and Multi-Purpose Rooms, and the LaBahn Hain House.)~~
- ~~• All indoor facility rentals require a two-hour minimum rental. This does not include the set-up and clean-up time.~~
- ~~• A minimum of seven days notice is required for Village Hall facility rentals.~~
- ~~• The facilities may not be utilized past 11:00 p.m. at Village Hall and midnight at the LaBahn Hain House.~~
- ~~• Renters are given Up to 30 minutes prior to the agreed rental start time will be authorized for facility set-up at no additional cost.~~

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- Renters are given ~~Up to~~ 30 minutes beyond ~~the~~ agreed rental end time ~~will be authorized~~ for facility clean-up ~~at no additional cost.~~

## H. Village Outdoor Facilities

- ~~The following picnic shelters may be rented: Picnic Shelters, Barbara Key Park shelter 1 (larger shelter near playground), Barbara Key Park shelter 2 (smaller shelter in NW corner), Indian Trail Beach shelter (residents only), Larsen Park shelter, Sunset Park shelter (adjacent to tennis courts). Please note that only residents may reserve the Indian Trail Beach shelter because the shelter is located on the beach property and beaches are reserved for residents only.~~
- Parks ~~and beaches~~ are open from sunrise to sunset.
- Shelter reservation is only for exclusive use of the shelter, and not the adjacent grounds.
- Fishing ~~in any lake or pond~~ is authorized with the possession of a valid Village Fishing Permit and “catch and release” is encouraged ~~state fishing license. Please note that fishing is not allowed at Indian Trail Beach. Fish caught must be returned to the pond/lake.~~
- ~~Vehicles are not allowed on the bike paths to load and unload items for a shelter rental. No person shall operate any motor vehicle, motorcycle, or motor-driven cycle on any park property or on any other Village-owned property at any time except only on roadways or improved parking areas.~~
- Charcoal used for grills must be extinguished prior to the party leaving the premise.
- ~~If inclement weather on day of rental, payment can be transferred to a new date or refunded.~~

## I. Athletic Fields

- Athletic fields are designated as the following: Baseball, Softball, Football, Soccer, Lacrosse, Cricket, Basketball, Volleyball, and Tennis
- Games shall be completed by sunset or ~~11:00~~ 10:30 p.m. at lighted fields.
- No hitting balls off of field fences.
- Smoking tobacco and the use of smokeless tobacco products is prohibited in all public facilities or within 15 feet of any entrance to a public place, sports field, athletic court, skate park, recreational shelter or structure, public beach, disc golf course, splash pad, and dog park in the Village.
- Proper field maintenance and respect of the field/equipment is expected by all users.
- ~~In addition to the notice requirements under section E, any property damage incurred during any play must be reported by the responsible party to the property owner.~~
- ~~Alcohol is strictly prohibited anywhere on the grounds or park.~~

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Plote Field inquiries must contact the ~~Parks & Recreation~~Parks and Recreation Department.

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#### J. Insurance

- A certificate of insurance is required for all rentals by a Village Affiliate Organization, an Organization, a Community Group or a Taxing Body. The certificate of insurance shall contain a minimum of \$1M in general liability coverage per occurrence, a \$2M aggregate and the Village of Lake in the Hills shall be named as additional insured on a primary and non-contributory basis.
- In addition to the certificate of insurance, a CG 20 10 or a CG 20 26 endorsement is also required. The endorsement shall be on an Insurance Service Office (ISO) form.

#### L.K. Fees

• Fees vary depending on the facility. Please refer to Exhibit A of this document for a complete list of fees by facility.

- For additional information or to obtain a Facility and Park Use Permit ApplicationPermit Form, contact ~~the Parks and Recreation Department~~Village Hall at 600 Harvest Gate, Lake in the Hills, IL 60156 or call (847) 960-7460, [www.lith.org](http://www.lith.org).

### EXHIBIT A – FEES

#### Maintenance Deposit:

During a rental, renters are responsible for keeping the Village’s facility clean and free from damages. For all rentals, the renter shall provide the Village with a valid credit card to be kept on file. Immediately proceeding the rental period, the renter shall take a minimum of six photographs of the rental facility and email the photographs to the Village at [facilityrentals@lith.org](mailto:facilityrentals@lith.org). The purpose of the photographs is to show the condition of the rented facility, at the conclusion of the rental period. If the Village does not receive the photographs, the credit card on-file will be charged a \$25.00 fee. Further, renters shall be responsible for and will reimburse the Village, through the credit card on file, for any damages and/or cleaning costs arising out of the use of the rented facility, including any/all costs that exceed the credit limit for the credit card on file.

No deposit is required for standard rentals. However, damage to facility or failure to follow cleaning guidelines and facility procedures will result in collection action.

A deposit fee of \$1,000 is required for major events. These are defined as events which require more than one acre of park site and anticipate attendance over 250 people.

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Examples include: carnival, circus, festival or a tournament.

Damage / Cleaning Costs

PICNIC SHELTER

<u>Description</u>	<u>Cost</u>
<u>Adhesive, tack, or nails used</u>	<u>\$20 per occurrence</u>
<u>Trash not removed properly</u>	<u>\$15 per bag</u>
<u>Tables not cleaned properly</u>	<u>\$25 per table</u>
<u>Litter / garbage in or around shelter</u>	<u>\$50 cleaning fee</u>

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INDOOR FACILITY

<u>Description</u>	<u>Cost</u>
<u>Adhesive used on walls, windows, or ceilings</u>	<u>\$20 per occurrence</u>
<u>Trash not removed properly</u>	<u>\$15 per bag</u>
<u>Tables / chairs not cleaned or stacked properly</u>	<u>\$50</u>
<u>Floors not properly cleaned</u>	<u>\$50 and up cleaning fee depending on severity</u>
<u>Food / Beverage not removed from refrigerator/freezer</u>	<u>\$15 cleaning fee</u>
<u>Lights not off / doors not locked</u>	<u>\$25 fee</u>

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NOTE: This list is not all inclusive. Excessive damage will be reviewed and discussed with the rental parties for remediation. All fees are subject to the discretion of Village staff.

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Cancellation Policy Fees:

Outdoor Facilities

If inclement weather on day of rental, a renter may reschedule a reservation to a new date within the same calendar year. Refunds may be given at the discretion of the Director of Parks and Recreation (or designee) due to an unforeseen circumstance, such as a weather event.

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Indoor Facilities

Renters may reschedule reservations within the same calendar year if requested at least three business days prior to the rental date. Rescheduling within three business days or refunds may be given at the discretion of the Director of Parks and Recreation, for designee).

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14 days prior to the date of rental no refunds will be issued.

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- 15 to 30 days prior to the date of rental a 25% rental fee refund would be issued.
- 31 to 60 days prior to the date of rental a 50% rental fee refund would be issued.
- 61 days prior to the date of rental a full refund minus a \$5 service fee will be issued.

Tournament Fees:

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~~Affiliate Organization tournament fees are spelled out in the Affiliate Agreement.  
Tournaments by outside organizations will be charged the appropriate hourly or game rate.~~

**Village Indoor Facilities:**

~~(Note: All rentals/events with over 100 persons require a Village Special Event Permit instead of a Facility and Park Use Permit.)~~

**Village Hall Community Room**

<u>Resident</u>	<u>\$40 / hour</u>
<u>Non-Resident</u>	<u>\$70 / hour</u>
<u>Affiliate or Community Group*</u>	<u>\$20 / hour</u>

**Village Hall Multi-Purpose Room**

<u>Resident</u>	<u>\$60 / hour</u>
<u>Non-Resident</u>	<u>\$110 / hour</u>
<u>Affiliate or Community Group*</u>	<u>\$30 / hour</u>

**LaBahn Hain House**

<u>Resident</u>	<u>\$50 / hour</u>
<u>Non-Resident</u>	<u>\$100 / hour</u>
<u>Affiliate or Community Group*</u>	<u>\$25 / hour</u>

**Village Indoor Facilities: Village Hall Community Room**

<u>Resident</u>	<u>\$40 / hour</u>
<u>Non-Resident</u>	<u>\$70 / hour</u>
<u>Affiliate or Community Group</u>	<u>\$20 / use</u>

**Village Hall Multi-Purpose Room**

<u>Resident</u>	<u>\$60 / hour</u>
<u>Non-Resident</u>	<u>\$110 / hour</u>
<u>Affiliate or Community Group*</u>	<u>\$20 / use</u>

\*Limit 2 times per month

**LaBahn Hain House**

<u>Resident</u>	<u>\$50 / hour</u>
<u>Non-Resident</u>	<u>\$100 / hour</u>
<u>Affiliate or Community Group</u>	<u>\$20 / use</u>

**Village Outdoor Facilities:**

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(Note: All rentals/events with over 100 persons require a Village Special Event Permit instead of a Facility and Park Use Permit.)

**Picnic Shelters:**

~~Weather information provided for transfer or refund~~ Groups < 50 people

<u>Resident</u>	<u>\$75 / use</u>
<u>Non-Resident</u>	<u>\$100 / use</u>
<u>Affiliate or Community Group</u>	<u>\$20 / use</u>

Groups – up to 49 people

<u>Resident</u>	<u>\$75 / day</u>
<u>Non-Resident</u>	<u>\$100 / day</u>
<u>Affiliate or Community Group</u>	<u>\$35 / day</u>

<u>Affiliate or Community Group*</u>	<u>\$20 / use</u>
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Groups - → 50 or more people

Resident	\$100 / <u>dayuse</u>
Non-Resident	\$125 / <u>dayuse</u>
Affiliate or Community Group	<del>\$50</del> 20 / <u>dayuse</u>
Barbara Key Park Resident	\$125 / <u>dayuse</u>
Barbara Key Park Non-Resident	\$175 / <u>dayuse</u>
<u>Barbara Key Park Affiliate or Community Group</u>	<u>\$60 / day</u>

**Athletic Fields/Sport Courts:**

~~Non-Affiliate Organization Field Use~~

Baseball/Softball/Soccer	<del>\$25.00 / hour (through December 31, 2023)</del> <u>15 / game</u>
	<u>\$30.00 / hour (starting January 1, 2024)</u>
Basketball/Tennis/Volleyball	<u>\$15.00 / hourgame</u>
Football	<del>\$25.00 / hour (through December 31, 2023)</del> <u>\$50 / game</u>
	<u>\$30.00 / hour (starting January 1, 2024)</u>
<u>Cricket</u>	<u>\$10.00 / hour (through December 31, 2023)</u>
	<u>\$12.00 / hour (starting January 1, 2024)</u>

**Affiliate Organizations**

Please refer to the ~~Affiliate Organization~~ guidelines and agreements for fee structure.

**Community Organizations (Non-for-profit / Civic Groups)**

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These must complete a Park Use Permit Form; submit a certificate of insurance, and pay the civic rate.

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# INFORMATIONAL MEMORANDUM

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**MEETING DATE:** November 3, 2022  
**DEPARTMENT:** Parks and Recreation  
**SUBJECT:** Amenity Discussion - Garden Plot Update

## EXECUTIVE SUMMARY

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In August 2022, staff received a phone call from a garden plot renter who presented a list of comments and concerns regarding their experience as a garden plot owner. The items that were discussed included the path maintenance, the quality of the soil, the proximity to water, the disposal of weeds, the overall condition of the site, certain plots flooding, and plot owners abandoning their plots.

In order to better assess the site, staff contacted a resource at the University of Illinois Extension program located in McHenry. The McHenry County Horticulture Program Coordinator, Brenda Dahlfors, who oversees the U of I Extension Master Gardner program, met staff onsite to review the garden plots. The review of the plots took place in September, near the end of the season, and reflected a number of plots that were overgrown and abandoned (attachment #1). The recommendation from Ms. Dahlfors to remediate the abundance of weeds included solarization and tilling. The Village's commitment to the garden plots identifies two times per year to till the site, once before the season and once at the end of the season. The recommendation to improve the site suggested tilling several times, each a few weeks apart. The solarization method is essentially purchasing a clear plastic tarp to cover the plots and create a greenhouse effect. With solarization the plastic tarps trap heat and eliminate moisture, killing the vegetation underneath. Both of the suggested processes to improve the site would require the plots to be maintained by staff for the next season and render them not available for rent to the public.

Staff is seeking feedback and a recommendation as to how to approach the garden plots moving forward. These include the options of maintaining current operations, spending the next year toward improving the site, or eliminating the current plots and incorporating garden plot options into the Parks Master Plan.

### Option #1 - Status quo

This option would maintain current operations as they currently exist. Staff would rototill the existing plots at the end of this season and the beginning of next season. Water access would remain at the existing spigot at Public Works. Garden plot renters would be reminded to remove their weeds and assist with site maintenance. Garden plot renters would be reminded to contact staff if they were to abandon their plot.

### Option #2 - Spend 2023 improving the current site

The current site has well established weeds and poor soil quality. During the 2023 summer, staff can plan to both rototill and solarize the existing plots with an anticipated outcome of eliminating the weeds and improving the site for the 2024 rental season.

Option #3 - Eliminate current garden plots and determine a long-term solution in the Parks Master Plan. Staff has acknowledged that the current location of the garden plots is not the most ideal with the access to the water site, the proximity to Public Works, and the plots not incorporated into an existing park. As staff begins the Parks Master Planning process in 2023, the inclusion of an improved location and experience would be a priority. This could include raised beds and a location that has an improved or dedicated water source.

### **FINANCIAL IMPACT**

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If eliminated, revenues would decrease by a maximum of \$900 to \$1,200 annually. Staff has identified expenses in the amount of \$600 for tilling equipment rental (annually), \$1,500 for a water source (one-time), and \$3,000 for soil (one-time) to remedy some of the identified issues. Recurring staff time costs for maintenance have not been identified.

### **ATTACHMENTS**

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1. Photos of existing Garden Plot conditions - October 2022

### **RECOMMENDED MOTION**

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None

Photos of existing Garden Plot conditions - October 2022





**Parks and Recreation Department  
Third Quarter Financial Analysis (through September 30, 2022)**

**Revenues and Expenditures**

Legend	
On Track or Above Projected	
Monitor – trending 1% to 10% below budget	
Caution – trending greater than 10% below budget	

Adult Programming

Adult Programming includes sport leagues, fishing tournaments, and special events.

2022 Trend: Similar registration to years past.

Analysis: Run Thru the Hills was an added event that was not included in the budget. It ran as a break-even event in April and therefore did impact the bottom line of this budget.

Revenue	Expenses	YTD Q3 Net Revenue	Budgeted Net Revenue for the Year	Trend
\$16,755	\$10,604	\$6,151	\$6,630	

Beyond the Bell

Beyond the Bell is the afterschool program that takes place at Lincoln Prairie Elementary. The BTB program offers flexible options including 2-day, 3-day, 4-day, and 5-day options.

2022 Trend: Staff has noticed a decrease in the 5-day option and attribute this to more flexible work schedules.

Analysis: Despite a lower number of 5-day participants, scheduled number of staff remains the same as it already is at a minimum. It is anticipated that revenue will be lower than budgeted and therefore overall net revenue will be approximately \$6,000 below budget.

Revenue	Expenses	YTD Q3 Net Revenue	Budgeted Net Revenue for the Year	Trend
\$56,419	\$34,006	\$22,416	\$36,365	

Camp

FuntastiCAMP is the summer camp that runs on an annual basis and includes smaller week-long camps for Winter and Spring Break.

2022 Trend: Staff has noticed a steady increase in participation as we emerge from COVID.

Analysis: This past summer far exceeded expectations for projected participation.

Revenue	Expenses	YTD Q3 Net Revenue	Budgeted Net Revenue for the Year	Trend
\$191,645	\$95,319	\$96,326	\$30,512	

Early Childhood

Early Childhood programs are geared to children 2 – 7 years of age. Programs include sport classes, enrichment classes, and special events.

2022 Trend: Staff has noticed a steady increase in participation as we emerge from COVID.

Analysis: Sport classes remain popular. An increase in enrichment programs and events has been noticed in the last several months.

Revenue	Expenses	YTD Q3 Net Revenue	Budgeted Net Revenue for the Year	Trend
\$13,683	\$8,693	\$4,990	\$4,526	

Preschool

The Preschool Academy offers morning classes for 2 ½ to 5-year-old children with 2, 3, and 4-day options. Classes are held at the Annex (2 E. Oak) and Village Hall.

2022 Trend: The number of students has increased from 64 last school year to 71 total students for the 2022/23 school year.

Analysis: The program was reduced from 4 classrooms to 3 classrooms this fall, creating larger class sizes. However, the student to teacher ratios remain under DCFS recommendations for all classes. Year-end expenses will be over budget due to the teacher wages increased to remain competitive and inaccurate budgeting of labor hours.

Revenue	Expenses	YTD Q3 Net Revenue	Budgeted Net Revenue for the Year	Trend
\$68,185	\$62,460	\$5,725	\$49,433	

Seniors

Senior programs include weekly free drop-in programs, day trips, and events.

2022 Trend: As we emerge from COVID, seniors are participating more often in all programs and trips.

Analysis: Working together with other community organizations has allowed us to purchase trip tickets at group rates, making trip fees more desirable.

Revenue	Expenses	YTD Q3 Net Revenue	Budgeted Net Revenue for the Year	Trend
\$6,722	\$4,973	\$1,749	\$1,152	



Teen

Teen programs include special events such as Flashlight T-Rex and Skate Park competitions.

2022 Trend: Teens seem to be the most challenging age group to plan events for. At this age they are busy with other activities through school, sports, and work.

Analysis: The Flashlight T-Rex event was an added event that was successful and positively impacting the bottom line.

Revenue	Expenses	YTD Q3 Net Revenue	Budgeted Net Revenue for the Year	Trend
\$376	\$106	\$270	\$40	

Youth

Youth programs consist of contractual programs and limited events.

2022 Trend: Staff has noticed a decrease in interest in classes that run as multi-week sessions.

Analysis: With the lack of participation for the contractual programs, it is anticipated that the net revenue will below the budget.

Revenue	Expenses	YTD Q3 Net Revenue	Budgeted Net Revenue for the Year	Trend
\$2,812	\$1,744	\$1,068	\$2,331	

**Summary**

2022 Trend: Overall, one day events are more popular for all ages. Besides youth sport classes, staff has noticed a decline in contractual weekly program. With work schedules becoming more flexible, the need for childcare has declined and families are looking for more flexible options in camp and Beyond the Bell.

Analysis: Despite being able to rely on past participation trends for budgeting purposes, staff has done well in adapting events and programs throughout the year to keep residents interested and participating. Expenses are being monitored and kept in line with revenues, and therefore, it is anticipated that the bottom line will be on track to meet or exceed the budget.

Revenue	Expenses	YTD Q3 Net Revenue	Budgeted Net Revenue for the Year	Trend
\$365,531	\$224,745	\$140,786	\$132,050	



# STAFF REPORT

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**MEETING DATE:** November 7, 2022

**DEPARTMENT:** Administration

**DIVISION:** Recreation

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## Upcoming Events:

- |                  |                                    |              |
|------------------|------------------------------------|--------------|
| • November 5     | Punkin Chunkin with Flood Brothers | Sunset Park  |
| • November 6     | Fowl Shot Turkey Shoot Out         | Sunset Park  |
| • November 7-11  | Hero Week                          |              |
| • November 11    | Veteran's Pinning Ceremony         | Village Hall |
| • December 9     | Flurry Fest                        | Village Hall |
| • December 15-18 | Holiday House Decorating Contest   |              |
| • December 17-18 | Holiday Lights Bus Tour            |              |

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

## Board Volunteers Needed for Upcoming Special Events:

If you are interested in volunteering or being present to represent the Board, please contact Kim Buscemi @ [kbuscemi@lith.org](mailto:kbuscemi@lith.org). Details and times for the upcoming events can be found in the Fall Guide.

Superintendent Buscemi attended the McHenry Health Department Community Health Needs Assessment Plan on September 29. The presentation included updates on the health and wellbeing of our county and the focus of future Mobilization for Action Planning and Partners (MAPP) workgroups. Superintendent Buscemi represents Lake in the Hills and participates in the Active Community Workgroup.

The recreation team participated in the Paul Butler Leadership Training on October 3 at Village Hall. Mr. Butler presentation was about purpose focused leadership, which was applicable to all supervisory levels.

Superintendent Buscemi and Supervisor Brewer attended the School District 300 Leadership Council on October 4. The Leadership Council Meeting was open to District 300's local leaders, including Village Presidents, Village Managers, Police Chiefs, Fire Chiefs, Park District Leaders, Library Leaders, Boys and Girls Club Leaders, and YMCA Leaders.

During the meeting, Superintendent Susan Harkin and her team members provided updates on various topics, including student safety.

### Submitted by Recreation Supervisor, Kristi Brewer:

**Beyond the Bell Afterschool Program 22/23 School Year:** Current registration is at thirty-nine regular-attendance students and eight flex-day students (2021/2022; thirty-three regular-attending students and four flex-day students). The trend continues from the previous school year in that students require flexible schedules, register for fewer days per week, or inquire about flex-day options. In addition, the seasonal trend continues that as the end of the year concludes, we do not expect registration to increase for regular attendance, but flex-day students are expected to increase.

**Lights on Afterschool Event:** The annual *Lights on Afterschool* took place on Thursday, October 20. The event included Lincoln Prairie students in the afterschool program and community families with kindergarten through 5th-grade students. The *Lights on Afterschool* event is the only nationwide celebration highlighting afterschool programming and its critical role in the lives of children, families, and communities. Staff will reevaluate the time of day for this event for next year as only four non-Beyond the Bell students registered. Forty Beyond the Bell students were able to participate.

**Dog Walk of the Dead:** On Saturday, October 22, the 2-mile Dog Walk of the Dead event was held at the small dog adjustment area in Bark Park. Last year, walker assembled their first-aid kit during the walk, and this year a themed eye-spy scavenger hunt took place. Participants returned to Bark Park to haunt and play with others and participate in themed activities such as costume contests, dog mummy wrap, bob for tennis balls, enjoying the scent trail, and launching sock toys from the giant slingshot. In addition, they made paw print pumpkin artwork and received a printed photo with 'Mr. Myers' our zombie dog mascot. Lake in the Hills PetSuites sponsored the event, including the prize for best costume. In 2021, twenty-one dogs were registered, and over thirty humans participated. This year twenty-six dogs registered, and over forty humans participated. Participants again provided positive feedback and would like the event to continue yearly.



## Submitted by Recreation Supervisor, Michelle Steffey:

**Early Childhood Story Time at the LaBahn Hain House:** The Recreation staff hosted the story time at the LaBahbn Hain House on October 6 from 9:30 am to 10:00 am. There were 17 participants registered for a morning of fun literacy activities and story time with Miss Jenny from the Algonquin Area Public Library!

**Hot Shots Sports:** Youth sports first fall session has ended and the second session is scheduled to start on October 28. Hot Shots is offering Basketball classes on Monday nights, Mini Ninja, and Adult/Tot Ninja classes on Friday nights, as well as, Adult/Tot soccer, Pee Wee soccer, and Soccer Clinic 101 classes on Saturday morning. The fall session two is now open for enrollment.

**Rock'n'Kids** fall session one has ended. The fall session two starts November 1 and is open for enrollment. Recreation staff co-ops with Huntley Park District and Crystal Lake Park District for both the morning and evening sessions.

**Preschool Academy:** Preschool staff and students enjoyed a chilly but fun day at the annual field trip to All Season's Apple Orchard. A total of 145 teachers, parents and students were in attendance.



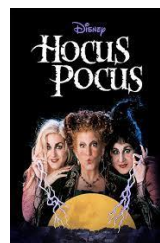
Pictured below is the four-day Pre-K class, at the Annex, using the new outdoor classroom, while the weather is still nice.



## Submitted by Recreation Supervisor, Casie Peltz:

Supervisor Peltz attended the IPRA senior committee meeting on October 4. The group shared upcoming winter trip and activity plans. The group agreed that all could benefit from obtaining a multi-agency coach bus quote to assist in managing rising costs for trips.

**October 7 – Movie Night with NISRA & Algonquin Area Public Library:** This combined event was offered through NISRA and AAPLD to save costs for all involved. Goldfish Swim School, Algonquin sponsored the event that had over 40 participants registered.



## October 10 – School Day Off Fun Day / Back 2 School Skate Jam:

The Rec2U School Day Off event saw 26 competitors shredding at the skate park and over 20 participants enjoying the outdoor games at Sunset Park. Special thanks to the Algonquin Area Public Library, Lost Woods Animal Sanctuary, and Creative Culture Tattoo Studio for helping us make the day special.

What a blast! 🎉 Thank you to everyone who came out to our [Rec2U Come Play with Us: School Day Off Fun Day](#) at Sunset Park on Monday, October 10. 🍂 We enjoyed a beautiful fall day playing games, doing crafts, and enjoying learning opportunities. We played disc golf, snooker ball, a Nerf challenge, and Snail on a Trail and enjoyed story time, crafts, and science experiments together. 🐌 Thank you to the [Lost Woods Animal Sanctuary](#) for sharing a presentation and the [Algonquin Area Public Library District](#) for joining in the fun! 🍁❤️ There's so much more fall fun on the way. 📌 Visit [recreation.lith.org](http://recreation.lith.org) to stay up with the latest programs and events. 🍂 #LakeInTheHills

Wow! 🤩 Participants' talent, skill, and dedication levels were off the charts at the [Back-2-School Skate Jam](#) on Monday, October 10 at Sunset Skate Park! 🏇 Competitors gave it their all and enjoyed friendly competition in the bike, scooter, and skateboard divisions. We'd like to give a big THANK YOU to [Creative Culture Tattoo Studio](#) for sponsoring the event, donating decorated boards to give away, and judging the competition! Another shout-out goes out to our awesome event emcee, Ben Arbotante! 🙌 #LakeInTheHills #Rec2U



**September 28 - Trip - Rockford Casino / Stockholm Inn:** A group of 8 seniors traveled on the 14-passenger bus to the Stockholm Inn restaurant to enjoy a traditional Swedish brunch. After filling up they spent the afternoon at the Rockford Casino. One participant won \$2400!



**October 5 - Trip - Dreamgirls at the Paramount Theater:** A group of seven enjoyed a lovely afternoon at the beautiful Paramount theater in Aurora. A buffet luncheon was followed by an energetic performance of Dreamgirls.



**October 12 - Trip - East Troy Electric Train, Elegant Farmer, Crandall's:** What a fun day! LITH had nine participants in the co-op group that rode the East Troy Electric Train to the stop at Elegant Farmer to shop and back. On the way home, the group had dinner at Crandall's restaurant.



**October 19 - Trip - Supernatural Experience Chicago:** Lake in the Hills only had 1 participant sign up for this trip, but thanks to the co-op agreement with Crystal Lake Park District, she was still able to attend by riding the bus with the Crystal Lake group.

**October 25 - Bingo with the Algonquin Area Public Library:**

Outreach staff from the library were our bingo hosts for the month. There were 12 attendees for the Halloween themed bingo day.



<b>Senior drop-in Participation</b>	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct
Wed. Cards	15	14	28	25	25	33	28	45	26	
UFO	12	10	11	7	11	11	12	10	14	6
Bingo	7	16	15	22	10	19	16	16	19	12
<b>MONTHLY TOTALS</b>	<b>34</b>	<b>40</b>	<b>54</b>	<b>54</b>	<b>46</b>	<b>63</b>	<b>56</b>	<b>71</b>	<b>59</b>	