



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

PARKS AND RECREATION BOARD MEETING

January 5, 2023

Call to Order

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

Also present were, Director of Parks and Recreation Trevor Bosack, Recreation Superintendent Kim Buscemi, Superintendent of Public Properties Scott Parchutz, Recreation Supervisor Kristi Brewer, Recreation Supervisor Casie Peltz, Recreation Supervisor Michelle Steffey, Trustee Wendy Anderson, and Recording Secretary Dana Popovich.

Audience Participation

Lake in the Hills resident Paul Forth came forward, and asked how can he rent three fields at Leroy Guy Park for a girls' softball tournament. He said he has eighteen girls' teams, and has been trying to rent the fields and has had no luck. Director Bosack said that we do have an affiliation with the Lake in the Hills Youth Athletic Association that gives them first chance at the fields. Director Bosack said he has reached out to them about this matter and has not got a response as of yet. Director Bosack said he has resident Paul Forth's information and will be in touch, as soon as he hears from the Lake in the Hills Youth Athletic Association.

Approval of Meeting Minutes

Motion to accept the Parks and Recreation meeting minutes of November 3, 2022 was made by Vice Chairman Andrea, and seconded by Member Cairns. The motion was approved by a voice vote of 7-0.

Old Business

None

New Business

A. Informational Item – 2023 Budget, Projects, and Goals

Director of Parks and Recreation Trevor Bosack reviewed the 2023 Budget. Some of the key changes will be dividing it into three separate areas. Parks and Recreation Administration Budget, which will hold the expenses for NISRA and Summer Sunset Festival. Parks and Recreation Parks division budget will reflect the costs associated with the administrative oversight of the program areas that are returning to the Parks and Recreation Department from Public Works, which includes staff salaries, expenses related to facility and field usage, expenses for the development of the Parks Master Plan, expenses related to lake operations, including fishing and boating licenses. The portable toilet contract, and expenses related to Bark Park. Recreation expenses include, expenses related to program designations, staff salaries, operating supplies, contractual expenses, and professional development and training.

Director Bosack said as far as policies, staff has worked with Finance and Public Works Departments to ensure a smooth transition and adoption of the Facility Use Policy updates. Facility policies will continue to be reviewed and refined throughout the next year consistent with the transition to the Parks and Recreation-Parks division.

Staff will be presenting the Garden Plot information and recommendation to the Village Board, as discussed with the Parks and Recreation Board.



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Director Bosack went over upcoming projects and goals for 2023.

Staff Reports

Parks and Recreation Superintendent Kim Buscemi asked the Board to look at the packet and review the NISRA Annual Report when they have a chance. Superintendent Kim Buscemi reviewed upcoming events which included the Winter Luau in January, and Pond Hockey in February. Superintendent Buscemi reviewed some of the December activities. Highlights included Pictures with Santa, Flurry Fest, and Cookies with Mr. and Mrs. Claus. Superintendent Buscemi encouraged the Board to look over the packet and view all the other activities.

Superintendent Buscemi asked the Board for their help in three areas. The first is help in promoting the fact that our seasonal guide is online and not mailed out, this helps in cutting costs with stamps and paper. Second, is help in promoting our events and talking to people and letting them know about our different activities. Lastly, help with sponsorships, if you know of any businesses that would be interested, it's a good way to promote themselves, and help out at the same time.

Superintendent Buscemi said her Recreation Team is here tonight to give a short presentation on their accomplishments over the past year.

Recreation Supervisor Michelle Steffey gave a summary of the Preschool Program from when she took over in May of 2021 to the present.

Recreation Supervisor Kristi Brewer gave a summary about the many programs and classes she coordinates.

Recreation Supervisor Casie Peltz gave a summary about the many programs and trips she coordinates.

The Board said thank you for all you do, we really do appreciate all of you.

Village Trustee Liaison Report

None

Member Reports

Vice-Chairman Andrea asked about the Parks and Recreation brochure and if it was advertised on our Community Boards.

Superintendent Buscemi responded with yes, it is on our Community Boards, and it rotates with other information.

Vice-Chairman Andrea asked if the village has a grant program.

Superintendent Buscemi responded that they will be working towards that with The People for Parks Foundation.



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Adjournment

A motion to adjourn the meeting was made by Vice Chairman Andrea, and seconded by Member Cairns. The motion was approved by a voice vote 7-0.

There being no further business to discuss, the Parks and Recreation Board meeting was adjourned at 7:43PM.

Submitted by

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

Recording Secretary