



PUBLIC MEETING NOTICE AND AGENDA  
PARKS AND RECREATION BOARD MEETING

APRIL 6, 2023  
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 the March 2, 2023 Parks & Recreation Board Meeting Minutes
5. Old Business
6. New Business
  - A. Informational Item concerning Larsen Park Concept Design
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

MARCH 2, 2023

## Call to Order

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

Vice-Chairman Andrea, Member Carman, and Member Sivakumar were not present.

Also present were, Director of Parks and Recreation Trevor Bosack, Recreation Superintendent Kim Buscemi, Superintendent of Public Properties Scott Parchutz, Trustee Diane Murphy, President Ray Bogadanowski, and Recording Secretary Dana Popovich.

## Audience Participation

Lake in the Hills resident Scott Surman said he was contacted by Director Bosack in regards to the agenda item discussing the beach. He is interested in the signage and concerned about safety at the beach.

Director Bosack said that on tonight's agenda there will be a policy discussion about Chapter 8.

Chairwoman Tredore asked resident Scott Surman if he would prefer to speak after the policy discussion concerning Chapter 8.

Lake in the Hills resident Scott Surman thought that would be best.

Lake in the Hills resident Greg Samin said he is at the meeting tonight to discuss the lake and the lack of attention that is paid to it. He said there has been a steady decline in the upkeep of the lake and would like to be part of the discussion concerning the lake.

## Approval of Meeting Minutes

Motion to accept the Parks and Recreation meeting minutes of February 2, 2023 was made by Member Cairns, and seconded by Member Wakelin. The motion was approved by a voice vote of 4-0.

## Old Business

None

## New Business

### **A. Informational Item Concerning Chapter 8: Parks, Lakes, and Beaches Policy Discussion**

Parks and Recreation Director Trevor Bosack presented information on Indian Trail Beach and the upcoming summer operations. Director Bosack posed the question as to the Parks and Recreation Board's recommendation on whether access to the beach should be limited to during the summer peak season or year-round. Director Bosack stated one recommendation could be to consider Indian Trail Beach a 'beach' between Memorial Day to Labor Day.

Parks and Recreation Board Member Michael Cairns asked about the operations at Crystal Lake. Director Bosack



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stated that Crystal Lake charges for non-residents between Memorial Day to Labor Day.

Parks and Recreation Board Member Brad Wackerlin questioned if the proposed beach attendant was also a lifeguard.

Director Bosack indicated that it was a beach attendant position only and that there are no lifeguards on duty.

Director Bosack brought up access to Indian Trail Beach related to the winter season and ice skating and ice fishing as winter activities.

Member Wackerlin questioned if the hours to the beach would be restricted from 9:30 to 5:00 during the peak season.

Director Bosack explained the current status of Indian Trail Beach and the role of the beach attendant. It was explained that at times last season Indian Trail Beach would be open after the beach attendant left.

Director Bosack explained that when the gate is open and closed outside of the beach attendant supervision, it is difficult to monitor for residency.

Member Wackerlin asked if there were times that were more problematic than other and, if so, was the gate attendant effective in limiting access.

Director Bosack explained that the gate attendant was effective in turning away non-residents.

Director Bosack identified that \$12,600 was budgeted for staff salaries in 2023 which could cover staff proposed hours. Director Bosack asked for a recommendation from the Parks and Recreation Board as to whether access to the beach should be removed, for example to lock the gate, if a beach attendant were not available to work.

Parks and Recreation Board Chairperson Diane Tredore asked if there were a backup for the beach attendant.

Director Bosack stated that the salaries could hire up to three (3) attendants and that there were no authorized dollars in the 2023 budget for full-time staff to cover shifts.

Member Cairns questioned if the policy were to be changed, then the beach would be closed if there were no attendants to work.

Director Bosack affirmed that if the policy were changed, the gate would be locked if there were no staff available to work.

Chairperson Tredore petitioned the board for any additional questions. There were none.

Village Resident Scott Surman made a public comment thanking the Parks and Recreation Board and recommended the use of a key fob in lieu of staff to limit access to Indian Trail Beach.

Village Resident Greg Samin presented to the Parks and Recreation Board the consideration to look at all of the



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access points to Woods Creek Lake and review operations. Mr. Samin reviewed his history of living in the Village and attending events at Indian Trail Beach. Mr. Samin stated that access should be for residents only. Mr. Samin made a recommendation to have portable toilets at the beaches and parks around the lake.

Chairperson Tredore asked if staff had looked into the cost of a key fob.

Director Bosack explained the current gate system at the Bark Park as a point of reference. Director Bosack indicated that he had not looked into the cost due to possible limitations in distributing codes of key fobs.

Chairperson Tredore stated that at a previous job, she had a key card registered to her. She asked if each household could receive their own key card.

Director Bosack stated that it could be looked into but did highlight concerns with administrative oversight.

Mr. Samin stated another option could be using a cell phone. Mr. Samin brought up some possible challenges with access with a gate system, highlighting an example of a mom with a stroller.

Director Bosack asked for a recommendation from the Parks and Recreation Board regarding access. Director Bosack stated that he was not sure if he should pursue a key fob system if that were not the direction of the Parks and Recreation Board.

A Village Resident reinforced her support for a key fob system.

Director Bosack reindicated the need for the Parks & Recreation Board to make a recommendation prior to having a conversation to limit access.

A Resident stated it would be her recommendation to eliminate people using Indian Trail Beach to enter the water via watercraft.

Director Bosack asked the Parks and Recreation Board for their recommendation on allowing fishing or boating from Indian Trail Beach. Areas that could support boating or fishing were identified and potential language to further define the swimming area was proposed.

Member Wackerlin stated he would support boat launch and fishing from Indian Trail Beach - at a distance, to be determined, away from the swimming area as identified by markers or signs.

Director Bosack indicated that boating and fishing could be allowed at different distances from the shoreline based on the season.

Director Bosack asked for additional feedback on boating and fishing from the Parks and Recreation Board. There was no additional feedback.

Director Bosack queried the Parks and Recreation Board if there was support in waiving the fishing permit fees for disabled and blind persons. He indicated that all persons should still acquire a Lake in the Hills fishing permit for consistency; however, some people would have their fees waived.



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The Parks and Recreation Board concurred with the proposed change.

Director Bosack presented information from the most recent fish survey report.

Director Bosack asked the Parks and Recreation Board for a recommendation to add language to Chapter 8 of the Municipal Code regarding ice fishing.

The Parks and Recreation Board indicated their recommendation to propose the changes to the Village Board.

Director Bosack reviewed the next steps, proposed signage, and communication efforts.

Parks and Recreation Board Member Tara Donahue and Member Wackerlin both suggested adding language to the proposed signs.

Member Wackerlin suggested adding lighting to the signage.

Village President Ray Bogdanowski indicated that it would be important to set the ground rules for the opening and closing of the beach.

The Parks and Recreation Board allowed for final public comment.

Mr. Samin stated that it would be his preference to only allow boat launches at Indian Trail Beach and not allow fishing. Mr. Samin suggested that the Village host a carp fishing derby and a free fishing day. Mr. Samin suggested that if truly a 'catch and release' lake to let the Illinois Department of Natural Resources know of that status. Mr. Samin asked about the lake use versus fishing permit language.

Director Bosack explained the difference between a fishing permit and the previously issued lake use tags.

Mr. Samin questioned the size of motors on boats.

Director Bosack indicated that trolling motors only are allowed on the lake.

Mr. Surman provided additional clarification on electric outboard motors. Mr. Surman questioned the number of signatures that would be required on a petition to turn the lake into residents only regarding fishing, boating, or access.

Chairperson Tredore thanked the residents for their input.

## Staff Reports

Parks and Recreation Superintendent Kim Buscemi discussed some of last months events, which included Daddy Daughter Date Night. The event had two hundred and thirty participants and was a huge success. Superintendent Buscemi reviewed upcoming events, such as Family Bingo Night, which was already at capacity. Senior trips are still coordinating with neighboring communities, Senior Drop-in day is going great and Summer Camp registration has begun.



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Member Wackerlin thanked Superintendent Buscemi for adding the time and location for events.

Superintendent of Public Properties Scott Parchutz said they are hiring seasonal workers at this time and if you know anyone interested direct them to our website.

## Village Trustee Liaison Report

Village President Ray Bogdanowski asked for clarification on the recommendation for Chapter 8. He asked if we are talking about making the beach resident only.

Director Bosack said the way that we have approached this is to take a look at our current operations and identify some of the challenges that currently exist on beach access outside of staffed hours during the summer.

President Bogdanowski said as far as the beach is concerned that has been resident only for the past few years.

Director Bosack said yes, that is correct.

President Bogdanowski said that tonight we are just discussing the beach, and not making any decisions at tonight meeting. We are looking for ideas that will help serve all the residents of Lake in the Hills.

## Member Reports

None

## Adjournment

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

There being no further business to discuss, the Parks and Recreation Board meeting was adjourned at 7:49PM.

Submitted by

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

Dana Popovich

Recording Secretary



# INFORMATIONAL MEMORANDUM

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**MEETING DATE:** April 6, 2023  
**DEPARTMENT:** Parks and Recreation  
**SUBJECT:** Larsen Park Concept Design

## EXECUTIVE SUMMARY

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Staff is excited to have Upland Design present a concept design for Larsen Park. The April 6, 2023 Parks and Recreation Board Meeting has also been presented as a public meeting, with invitations going out into the community, sent via e-mail, and posted on the Village's social media channels.

The Larsen Park redevelopment project kicked off in September 2021 with guided sessions between Upland Design and Village staff. These initial meetings provided feedback which laid the groundwork for the presented concept design including the inclusion of both a playground and splashpad, a nature theme throughout the park, and to create a gathering spot for the community.

Over the past eighteen months, changes to personnel and organizational structure required the Larsen Park development project to be placed on hold.

In February 2023, staff met with Upland Design to discuss the scope of the project, next steps, and reviewed two proposed concept designs. Upland Design made slight modifications to the two concepts, along with staff feedback, and developed a single concept design to present to the Parks and Recreation Board. In order to maintain the project timeline, a determination was made to include public input and participation during the initial presentation. Staff discussed the value in including as many stakeholders as possible, as early as possible, to solicit input and feedback to include in future designs. Additionally, as the vision of this open space is to create a community gathering space, staff determined that inviting the community to the initial discussion would allow for a comprehensive community voice that would be reflected in the park design.

## FINANCIAL IMPACT

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None

## ATTACHMENTS

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1. Concept Designs
2. Survey Template

## SUGGESTED DIRECTION

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Staff is seeking Parks and Recreation Board feedback on the Larsen Park Concept Design.

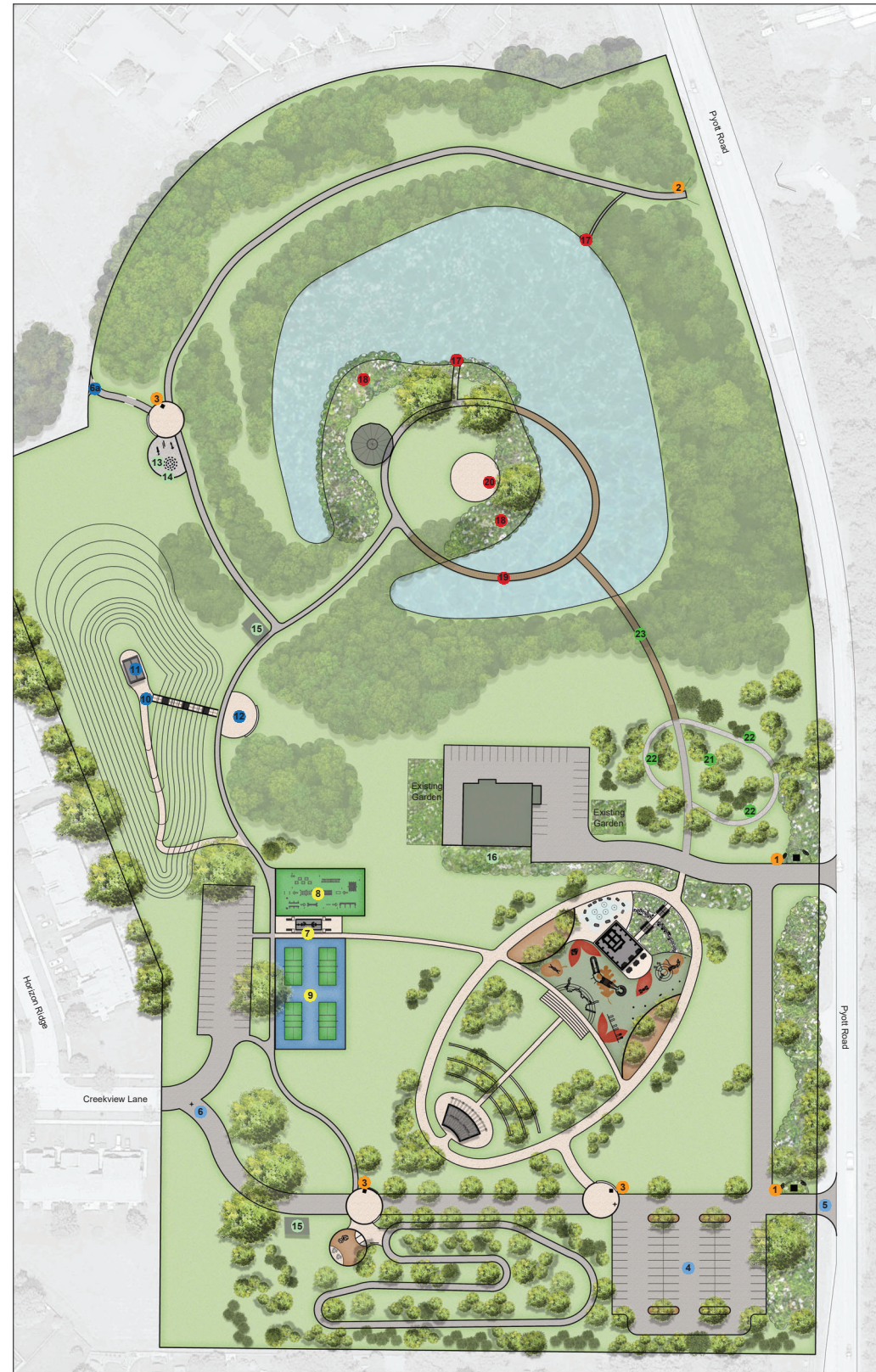


# CONCEPT PLAN

Larsen Park Vision Statement: To provide a premier gathering place, promoting unique recreational experiences that embrace nature, recognize local history and enhance community.

This park plan focuses on creating a core community gathering space while using nature as its influence. Proposed amenities are tied together with natural materials and color palette:

- Native restoration utilized throughout to create a nature aesthetic
- Connection Improvements to park entrances and a second access point on Pyott Road.
- Accessible 8' wide asphalt multi use trail connections for all visitors
- Mature trees to be saved when possible and native vegetation restored
- New amenities and enhancements designed to welcome the entire community and offer new activities and opportunities to experience nature.



**Park Identity**

1 Gateway Features 2 Mural at North Tunnel 3 Wayfinding Signage

**Comfort Amenities**

4 New Parking Lot 5 New Entry Drive 6 Connection to Creekview Ln 7 Future Connection to Senior Center

**Inter-Generational Sports Play**

8 Shaded Seating 9 Ninja Course 10 Pickleball Courts

**Sled Hill**

11 Accessible Ramp & Stairs 12 Warming Shelter 13 Council Ring

**Trail Play**

14 Adult Fitness Pod 15 Benches 16 Restrooms 17 Rain Garden

**Island Play - Relaxation**

18 Limestone Fishing Outcrops 19 Restored Native Plantings

20 Overlook Deck 21 Contemplation Garden

**Arboretum**

22 Native Tree Plantings

23 Educational Signage 24 Tree Top Bridge



## LARSEN PARK MASTER PLAN CONCEPT PLAN - NORTH END

SCALE: 1" = 60'-0"

0 30' 60' 120' 180'

uplandDesign

January 14th, 2022  
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Project #963



# CONCEPT PLAN

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**Central Core - Entry**

- 1 Entry Garden
- 2 Music Discovery Path
- 3 Vine Tunnel

**Central Core - Community Shelter**

- 4 Shelter

**Central Core - Community Playground & Splash Pad**

- 5 Picnic Tables
- 6 4 Unit Restroom Building
- 7 2-5 Play Area
- 8 5-12 Play Area
- 9 Splash Pad

**Central Core - Amphitheater**

- 10 Large Amphitheater

**Teen Activity Center**

- 11 Tiered Seating
- 12 Open Lawn Seating
- 13 12' Wide Multi Use Path
- 14 Pump Track
- 15 Rock Climbing
- 16 Landscape Buffer
- 17 Hammocks & Seating



## LARSEN PARK MASTER PLAN CONCEPT PLAN - SOUTH END

SCALE: 1" = 60'-0"

0 30' 60' 120' 180'

uplandDesign

January 14th, 2022  
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Project #963





# Larsen Park Concept Plan

## Community Input Survey



### Vision Statement

To provide a premier gathering place, promoting unique recreational experiences that embrace nature, recognize local history and enhance community.

### Project Overview

Lake of the Hills is looking for your input in the master plan for Larsen Park. The preliminary concept plan shows a variety of new amenities that can be added to the park. The village intends to build Larsen Park over several years using a phased approach and grant funding when possible.



The concept design reimagines Larsen Park as a unique hub on the eastern end of Lake of the Hills. A combination of natural materials are used to create a design that ties the park together with safety and accessibility in mind. It combines a variety of activities for multiple generations to share in, and the flexible design allows for year-round use.

### Question #1: Of the following proposed improvements to Larsen Park which is your favorite and why.

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Picnic Shelter                 | <input type="checkbox"/> Playground      | <input type="checkbox"/> Splash Pad    |
| <input type="checkbox"/> Amphitheater                   | <input type="checkbox"/> Pump Track      | <input type="checkbox"/> Rock Climbing |
| <input type="checkbox"/> Pickleball Courts              | <input type="checkbox"/> Ninja Course    | <input type="checkbox"/> Sled Hill     |
| <input type="checkbox"/> Adult Fitness                  | <input type="checkbox"/> Restrooms       | <input type="checkbox"/> Overlook Deck |
| <input type="checkbox"/> Contemplation Garden           | <input type="checkbox"/> Tree Top Bridge | <input type="checkbox"/> Arboretum     |
| <input type="checkbox"/> Gateway Features/Park Identity |  |  |

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### Question #2: Of the proposed improvements to Larsen Park which is your least favorite and why.

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**Prepared by: Upland Design Ltd.**

1250 W 18th Street, Studio D, **Chicago**, IL 60608      24042 Lockport Street, **Plainfield**, IL 60544  
815.254.0091 [uplandDesign.com](http://uplandDesign.com)



# Larsen Park Concept Plan

## Community Input Survey



**Question #3: Rank the following improvements from highest priority to lowest on a scale of 1 to 16. 1 being the best.**

\_\_\_\_\_ Picnic Shelter

\_\_\_\_\_ Playground

\_\_\_\_\_ Splash Pad

\_\_\_\_\_ Amphitheater

\_\_\_\_\_ Pump Track

\_\_\_\_\_ Rock Climbing

\_\_\_\_\_ Pickleball Courts

\_\_\_\_\_ Ninja Course

\_\_\_\_\_ Sled Hill

\_\_\_\_\_ Adult Fitness

\_\_\_\_\_ Restrooms

\_\_\_\_\_ Overlook Deck

\_\_\_\_\_ Contemplation Garden

\_\_\_\_\_ Tree Top Bridge

\_\_\_\_\_ Arboretum

\_\_\_\_\_ Gateway Features/Park Identity

**Question #4: Two playground concepts are shown. Which style do you prefer?**

    **1. Net Climber Play**



    **2. Nature Play**



**Prepared by: Upland Design Ltd.**

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# Larsen Park Concept Plan

## Community Input Survey



**Question #5: Two splash pad concepts are shown. Which style do you prefer?**

     **1.Cattails and Sprayer**



     **2.Natural Stone Sprayground**



**Question #6: Is there anything missing in the proposed improvements?**

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**Question #7: Is there anything you would change in the proposed improvements?**

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# STAFF REPORT

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MEETING DATE: April 6, 2023

DEPARTMENT: Parks and Recreation Department

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## Upcoming Events:

- |                      |                                  |                          |              |
|----------------------|----------------------------------|--------------------------|--------------|
| • Friday, April 7    | Blacklight Egg Hunt              | 7:30 pm – 8:15 pm        | Village Hall |
| • Saturday, April 8  | Bunny Trail                      | 10 am – 12 pm            | Village Hall |
| • Saturday, April 15 | Run Thru The Hills               | 9 am Registration begins |              |
| • Thursday, April 20 | Preschool in the Park            | 12:30 pm -2:00 pm        | Ryder Park   |
| • April 21 -23       | Love Your Park Spring Clean-up   |                          |              |
| • Sunday, April 30   | National Adopt a Shelter Pet Day | 11:00 am – 2:00 pm       | Bark Park    |

For more information please view the program and activity guide: [RECREATION.LITH.ORG](https://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 Spring Guide.

## Report submitted by Kim Buscemi, Recreation Superintendent:

One of the department's strategic objectives is to *create new partnerships with other parks and recreation organizations to improve the efficiency, effectiveness, and breadth of our programming*. Below is a list of community partners that the department has worked with in the past twelve months.

- \* **Algonquin Area Public Library District and Huntley Library:** Hosted many stories in the parks, participated in several special events, participated in Sunset Fest Kids Zone, sponsored bingo.
- \* **McHenry County Health Department:** Mobilization for Action Planning & Partners (MAPP), Pillow Case Project presentation at camp, Preparing Pedro presentation at preschool, posts our events on social media.
- \* **McHenry County Conservation District:** Mini class sessions at several special events
- \* **Northern Illinois Special Recreation Association:** Co-op family movie nights, brought families to Holiday Light Bus Tour, participated in Bunny Trail and Sunset Fest Kids Zone, hosts Buddy Baseball on the Lake in the Hills field.
- \* **Cary Park District, Crystal Lake Park District, Barrington Park District, and McHenry Parks and Recreation Department:** Co-op senior trips and events.
- \* Over a dozen **local businesses** have sponsored various events.
- \* Over a dozen **senior organizations** have sponsored bingo.

Submitted by Recreation Supervisor, Casie Peltz

**March 17 - Family Bingo:** Over 100 people participated in our annual Family Bingo night. Unfortunately, we did not have the space to accommodate the 31 people that were on the waitlist. We were grateful for our great sponsors who provided nice baskets and some really helpful volunteers who helped the event run smoothly.



**Senior programs and trips for March:**

- March 1 - Four Winds Casino
- March 15 - Paramount Theater - Into the Woods
- March 22 - Senior Seminar by Oasis Senior Advisors

**Upcoming Senior trips:**

- April 13 - Winnebago County trip
- April 26 - Paramount Theater - School of Rock

**Senior Drop-In Participation**

	Jan	Feb	March	April	May	June	July	Aug	Sept
Crafters	46	54							
Bingo	11	8							
Cards	32	33							
	<b>89</b>	<b>95</b>							

Submitted by Recreation Supervisor, Michelle Steffey

**Story Time with Algonquin Area Public Library District:** Recreation staff partnered with the Algonquin Area Public Library District at the LaBahn Hain House for story time and cookies. Staff read to 14 children and their caregivers.



**Lucky Gold Hunt:** This is the third year for this event and is gaining popularity each year. The event was originally scheduled at Stoneybrook Park. However, due to the extreme cold temperatures, the event was moved inside Village Hall. Forty-five children and their parents attended the event. The event included face painting, a leprechaun trap contest, gold hunt and other games. Algonquin Library staff attended and read a story with the leprechaun. THANK YOU to Member Brad Wackerlin for taking wonderful photos of the event!



Skyhawks youth sports second winter session II started February 13, 2023. Skyhawks will be offering Hockey Tots on Monday evenings, Multi-Sports Tots on Friday mornings, and Soccer Tot classes on Saturday mornings.



Rock'n'Kids second winter session starts March 1, 2023. Tot Rock and Kid Rock classes are offered on Tuesday mornings and Wednesday evenings.

The **Preschool Academy** currently has 73 students enrolled in the 2022/2023 Winter Session.

The 2023-2024 school year enrollment is open. Preschool Academy is offering two new afternoon classes for the 2023-2024 school year, as well as the traditional morning classes. The Preschool Academy currently has 31 students registered for the 2023-2024 school year.

**Report submitted by Kristi Brewer, Recreation Supervisor:**

**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: students require flexible schedules, register for fewer days per week, or inquire about flex-day options.

**Spring Break Camp:** A week filled with fun for those campers attending spring break camp.

03/27 - Monday at Village Hall | Ninja Obstacle Course & STEM Water bottle flipping Challenge Class

03/28 - Tuesday | *Field Trip:* Prairieview Education Center, Crystal Lake

03/29 - Wednesday | Ryder Park, Lake in the Hills

03/30 - Thursday at Village Hall | Baseball snack stadium construction & Wacky group games

03/31 - Friday | *Field Trip:* Sportsplex, St. Charles

