

PUBLIC MEETING NOTICE AND AGENDA PARKS AND RECREATION BOARD MEETING

DECEMBER 7, 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 November 2, 2023 Parks & Recreation Board Meeting Minutes
- 5. Old Business
 - A. Sunset Fest
- 6. New Business
 - A. Parks Master Plan Update
 - 1. Phase I Analyze Review
 - 2. Connect Phase Community Involvement
 - B. Upcoming Events
 - 1. Flurry Fest, Friday, December 8, 2023
 - 2. Cookies with Santa, Saturday, December 16, 2023
- 7. Staff Report
- 8. Board Members Reports
- 9. Village Trustee Liaison Report
- 10. Adjournment

MEETING LOCATION Village Hall 600 Harvest Gate Lake in the Hills, IL 60156

The Village of Lake in the Hills is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at (847) 960-7410 [TDD (847) 658-4511] promptly to allow the Village to make reasonable accommodations for those persons.

Posted By:	Date:	Time
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PARKS AND RECRATION BOARD MEETING

November 2, 2023

Call to Order

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

Also present were Assistant Village Administrator Trevor Bosack, Recreation Superintendent Kim Buscemi, Trustee Wendy Anderson, Village Administrator Shannon Andrews, President Ray Bogdanowski, and Recording Secretary Dana Popovich.

Audience Participation

Audience member Bill Kurnik presented the Board with pictures of the Community Garden Plots highlighting how hard it is to control the weeds. He also discussed needing a water supply closer to the garden plots. He said that Assistant Administrator Bosack is aware of the issue and has spoken with a master gardener about options to control the weed growth. Assistant Administrator Bosack was also hoping to get a grant through Lowe's to help with the cost. Audience member Bill Kurnik discussed solarization as means to control the weeds and feels that is the only viable answer. Audience Member Bill Kurnik asked the Board to make this an agenda item in a future meeting.

Assistant Village Administrator Bosack said he did meet last year with McHenry County Horticulture Program Coordinator, Brenda Dahlfors, who suggested some similar ways to control the weed growth. He added that the Village did not get the Lowe's Grant, but are always looking for grant opportunities to help support this program. He noted that if Bill's request becomes an agenda item in a future meeting, and he would be invited back to participate.

Approval of Meeting Minutes

Motion to accept the Parks and Recreation meeting minutes of June 01, 2023 was made by Member Cairns, and seconded by Member Carman. The motion was approved by a voice vote of 6-0.

Old Business

None

New Business

A. Village Support Recommendation for the 2023 Henry Hustle

Assistant Village Administrator Trevor Bosack explained staff is seeking support from the Parks and Recreation Board pertaining to the 2023 Henry Hustle, which is a long-standing Thanksgiving running race. As such, the event is required to submit a Special Event Permit application. Kopf Running, the host of the event, has indicated that all proceeds will benefit the Muscular Dystrophy Association, a registered 501(c)3 organization. All of the requisite materials were submitted with the application, including a letter to the Village Board requesting support through the provision of fee waivers. The fee waiver request is as follows: Special Event Permit Fees including: Application fee of \$25, refundable deposit of \$1,000, and an Emergency Action Plan Review fee of \$150. The letter also requests a fee waiver of background checks; however, this fee is not applicable to this event. The letter requests Village Board approval for the placement of temporary signage, a request that can be fulfilled internally with a staff review and approval. Staff is seeking a recommendation from the Parks and Recreation Board to accompany the request when presented to the Village Board. The Parks and Recreation Board members all agreed in favor of waiving the fees.

PARKS AND RECRATION BOARD MEETING

November 2, 2023

B. Strategic Review of Parks and Recreation Board Update

The intention of this informational item is to have a conversation and gather Parks and Recreation feedback which would be incorporated into any future Chapter 8, Municipal Code updates. Assistant Village Administrator Bosack reviewed the informational memorandum dated November 2, 2023 on the September 12, meeting between the Village Board and the Parks and Recreation Board discussions to updates to Chapter 8.16. Specifically related to the creation, function, and duties of the Village's Parks and Recreation Board. There was a request for the Board to provide some feedback relating how they envisioned the future of the board, the roles, the duties, and the structure of the Board. Assistant Administrator Bosack reviewed the existing language in Chapter 8, and based on the feedback from the Park Board members, suggestions were made that would be worthwhile to incorporate and codify. He discussed some of the options for language revisions and if the Park Board agrees with the changes, they would be presented to the Village Board for consideration.

President Ray Bogdanowski addressed the Board about becoming more involved and bringing forward ideas to the Village Board on how we can be a better Village. President Bogdanowski said we can do a better job at communication. He also suggested if they have a concern, don't wait till a meeting to bring it up, call the Director of Parks and Recreation to address it.

Trustee Wendy Anderson noted that they are looking at ways that can make the Parks Board more functional.

Assistant Village Administrator Bosack indicated that the Village Board is looking for the Parks and Recreation Board to be proactive and bring things to their attention. Also, to be an advocate for our programs that the Parks and Recreation Department offer.

Some of the additional staff suggestions in the informational memorandum to highlight include:

Eliminate the January and July Parks & Recreation Board Meetings. With the proximity to winter break, year-end, and the holidays, the January meeting is difficult to prepare an agenda for. The July meeting is often near the 4th of July holiday.

The second meeting of each quarter (February, May, August, November) would be an opportune time to review the previous quarter (i.e February reviews Q4 of the previous year) to highlight revenues and expenses, receive Park Board program input to incorporate in future events, and ensure a minimum of at least four (4) meetings per year.

The August meeting should incorporate a standing budget discussion for the approaching fiscal year.

The October meeting should be an annual review of fees (outlined above) and Facility Use Policy to incorporate into the upcoming year.

While it might not need to be reflected within the Municipal Code, staff suggests developing tools to assist the Park Board in carrying out certain duties, fulfilling expectations, etc. Staff recommends developing a tool to track volunteerism, advocacy, recruitment, site visits, community engagement, etc.

Member Donahue recommended that someone from the Village should contact each member of the Park Board about a week before the meeting to ensure a quorum.

President Bogdanowski suggested that the Parks and Recreation Board be involved in the Summer Sunset Festival,



PARKS AND RECRATION BOARD MEETING

November 2, 2023

by looking for ways to improve sponsorship or adding events. The Summer Sunset Festival is a great way for the Village to interact with our community and he would like to see the Parks and Recreation Board to be part of it. He remarked there would be more information about the festival and the type of involvement that is needed.

Staff Reports

Superintendent of Parks and Recreation Kim Buscemi reviewed past and upcoming events.

Village Trustee Liaison Report

None

Member Reports

Member Wackerlin mentioned he was dealing with personal issue which might affect his able to serve on this Board in the future.

Adjournment

A motion to adjourn the meeting was made by Member Wackerlin, and seconded by Member Sivakumar. 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 7:57 PM.

Submitted by

Dana Popovich

Recording Secretary



INFORMATIONAL MEMORANDUM

MEETING DATE: December 7, 2023

DEPARTMENT: Parks & Recreation

SUBJECT: Parks Master Plan Update

EXECUTIVE SUMMARY

The Parks Master Plan was awarded to a third-party consultant, Hitchcock Design Group, in June 2023.

Hitchcock Design Group (HDG) completed the first phase of the Parks Master Plan in which they inventoried and analyzed the assets and amenities within the Village. Village staff members, including from both the Parks and Recreation Department and Public Works, assisted in providing information to help identity, review, and populate the data. Beyond taking an inventory of the Village's existing parks and open space, HDG captured demographic data and Geographical Information System (GIS) mapping data to assist in the analysis. During the analyze phase, HDG visited the Village's parks and playgrounds to not only inventory the existing features, but to understand how the spaces fit within the community, to physically review the status of the amenities, and to document their professional recommendations. These visits were supplemented with a driving tour that included recreation staff, parks staff, and the Hitchcock Design project lead, in order for him to receive and include the Village's feedback. Finally, the analyze phase reviewed the Village's amenities against national standards to create a framework for staff to review and consider for future projects. This information will be used to assist with the next phase, Connect, where the Village will seek community input. The information from both the Analyze and Connect phases will be brought together in Phase III, Envision, where the project team will review the Village's existing amenities against national standards and incorporate community feedback to create a comprehensive path forward related to parks, open space, facilities, and programming.

Connect Phase is the next phase of the project: The goal of the Connect Phase is to gain suggestions and feedback on the Village's Parks and Recreation Services and ways to improve. The Connect Phase will rely on the Parks and Recreation Board to assist in participating, recruiting residents and championing the project to solicit feedback and capture community input. The Connect Phase, facilitated by Hitchcock Design Group, will combine three approaches to gather as much feedback as possible. The following approaches will be used:

Community Survey:

- Attached is a draft of the industry standard survey customized for our community. Please provide input to make sure we're asking all of the right questions to get the desired feedback
- Once these are finalized, HDG will transfer to the Survey Monkey online platform and send a test view of that for Staff/P&R Board to click through before going live for your review. Survey will be delivered through social media, community pass, and posted on our website.
- o Stakeholder Interviews: This process will consist of small group interviews conducted online targeting key main contributors/users/organizations of the Parks and Recreation department. The intent is to get input from key individuals/groups with vested interests in the future of the parks and recreation department. Such groups consist of:

 Goal Soccer, Jr Eagles Football, LITHYAA, LITH Schools, NISRA, and others will be invited to participate. Other individuals / groups recommended by Parks and Recreation Board that are deemed important contributors will also be included in this process.

Community Input Workshop: In person meeting involving community members participating in discussions facilitated by Hitchcock to obtain feedback on the Parks and Recreation Services. Attached memo reviews the purpose and format of the meeting. Selecting potential meeting dates.

Staff will be working with Hitchcock Design on the timeline for all 3 approaches to be completed. The timeline will consist of a 30-day process to conduct the community survey. In that 30-day period, the stakeholder interviews and community input meeting would take place to assist with additional feedback on the survey.

FINANCIAL IMPACT

None

ATTACHMENTS

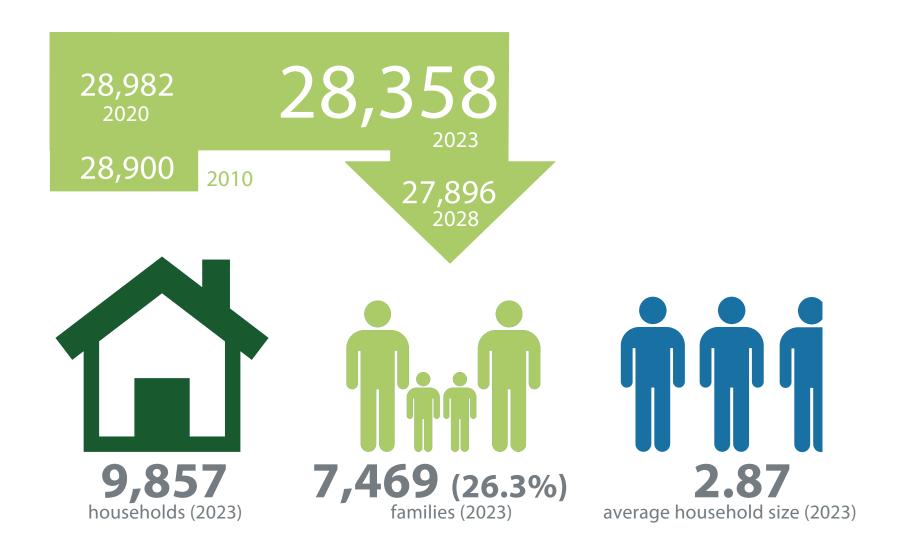
- 1. Analyze Phase Report
- 2. Connect Phase Sample Community Survey
- 3. Connect Phase Sample Stakeholder Interview Schedule
- 4. Connect Phase Community Input Meeting Format

RECOMMENDED MOTION

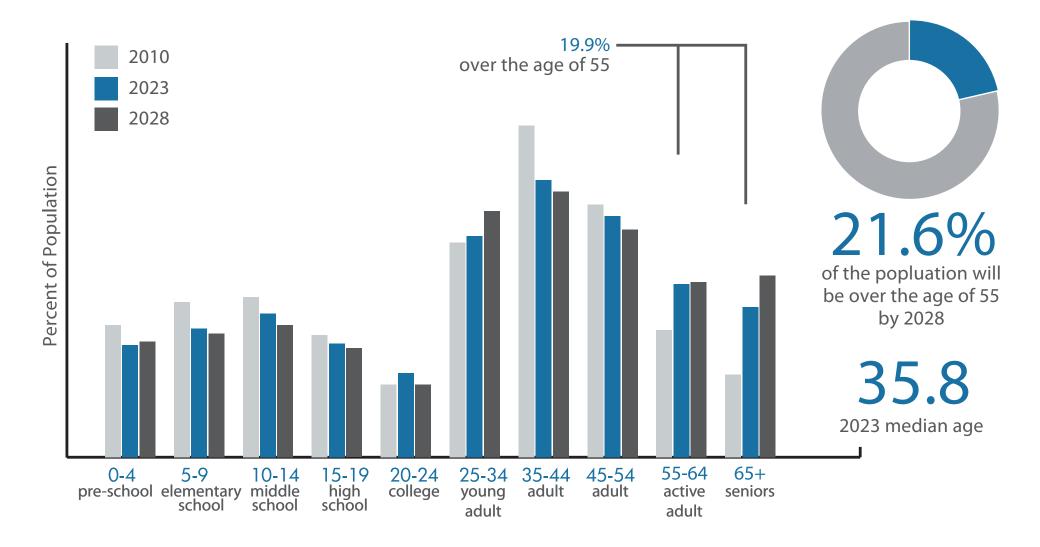
No recommended motion. Participation for the Connect Phase is highly encouraged.



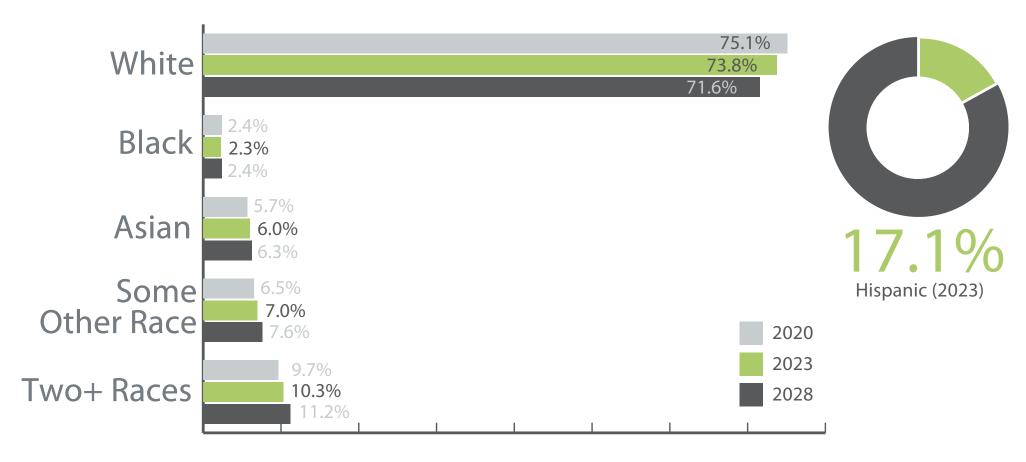
TOTAL POPULATION



AGE DISTRIBUTION



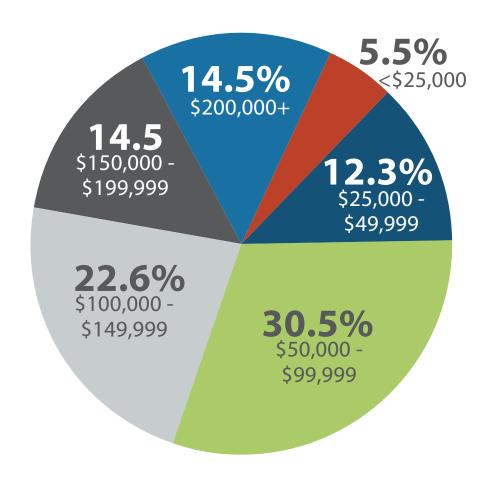
RACE / ETHNICITY



^{*} American Indian Alone: 0.6% (2023)

^{**} Pacific Islander Alone: 0.0%

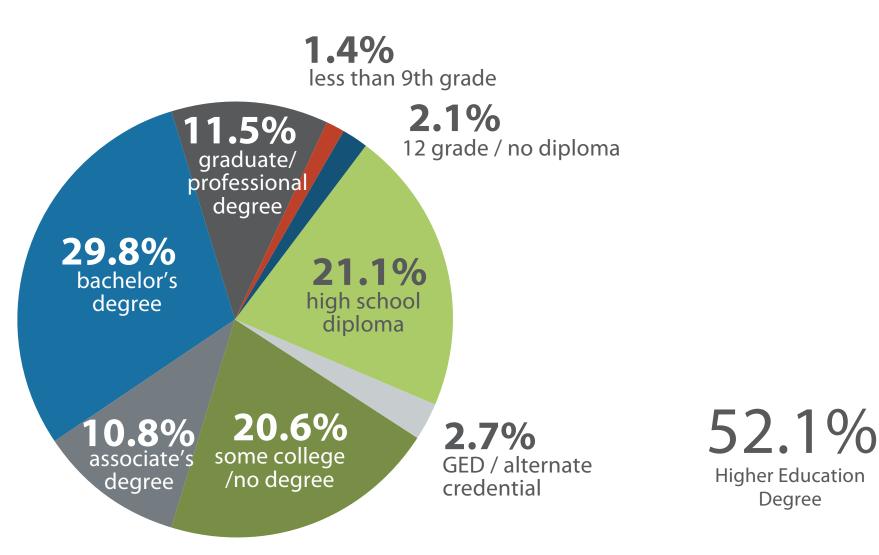
INCOME DISTRIBUTION



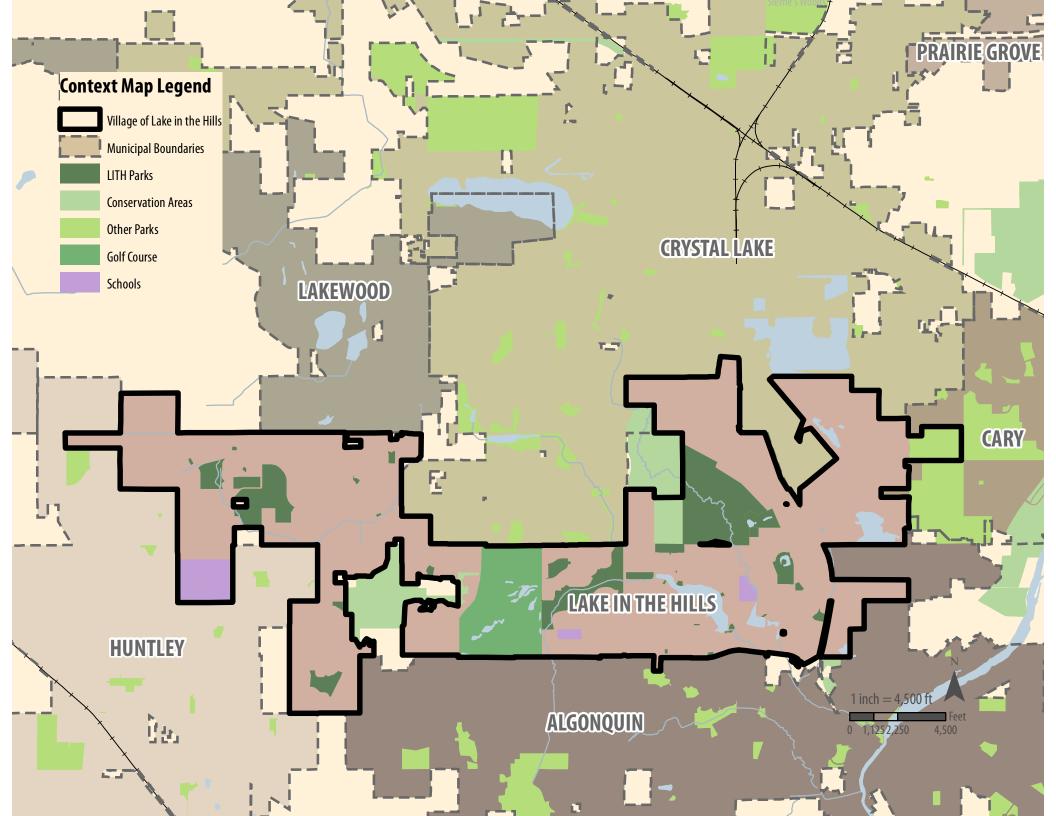
\$102,365
2023 LITH median HH income
\$110,389
2028 LITH median HH income
\$74,859
2023 State median HH income

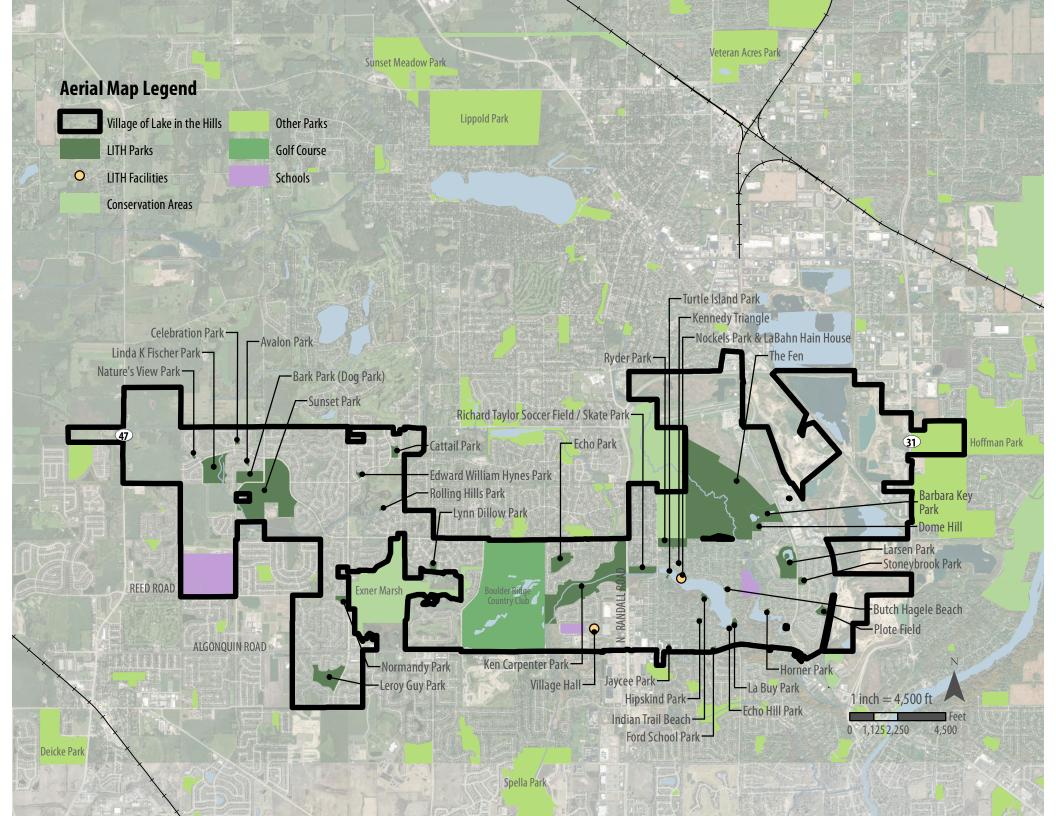
\$72,603
national median
HH income

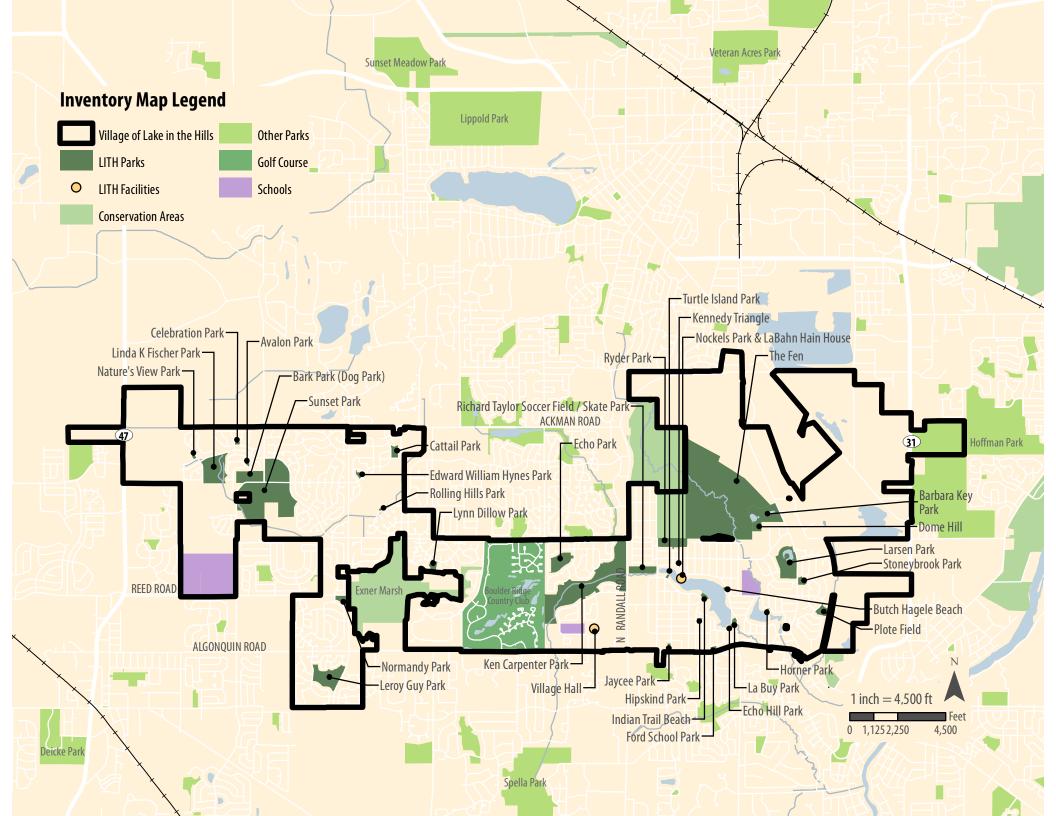
EDUCATION

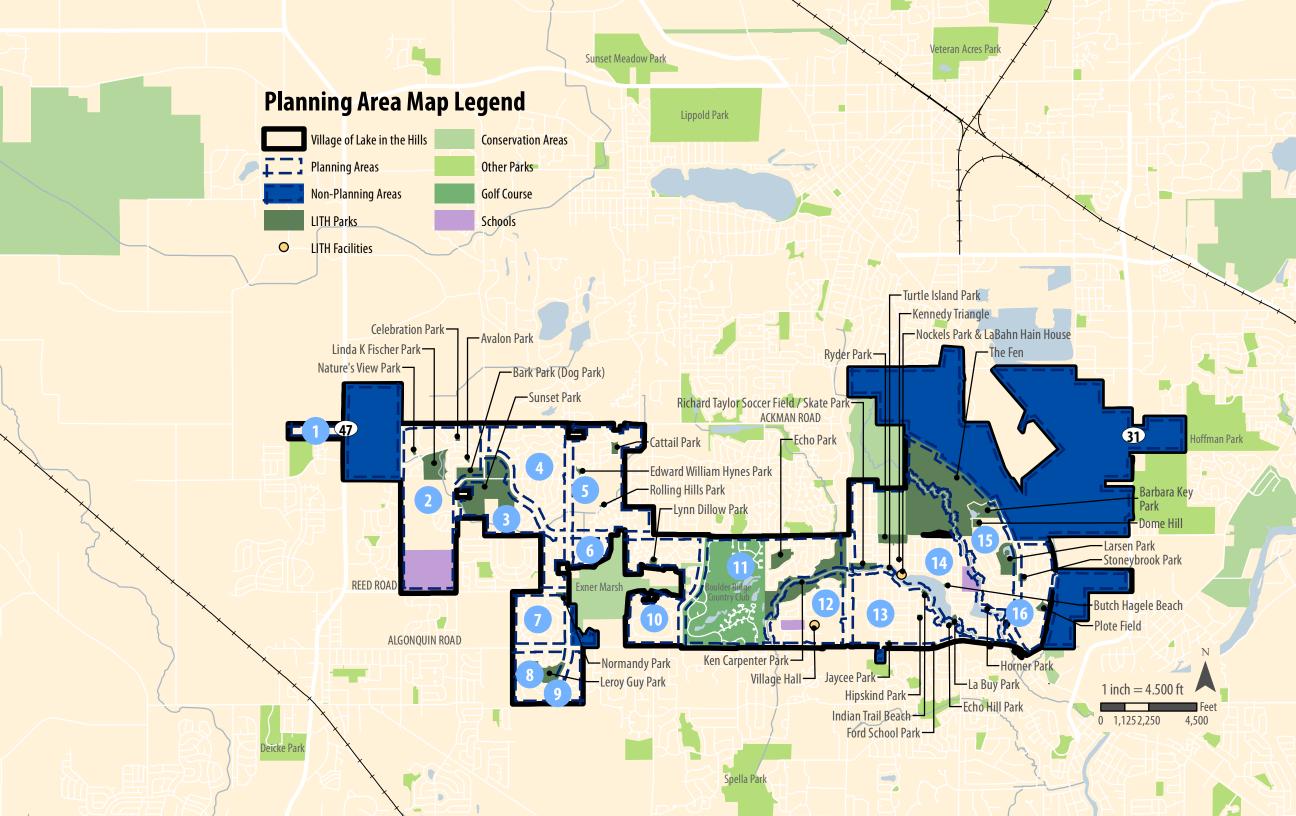


96.5% High School Diploma or Higher

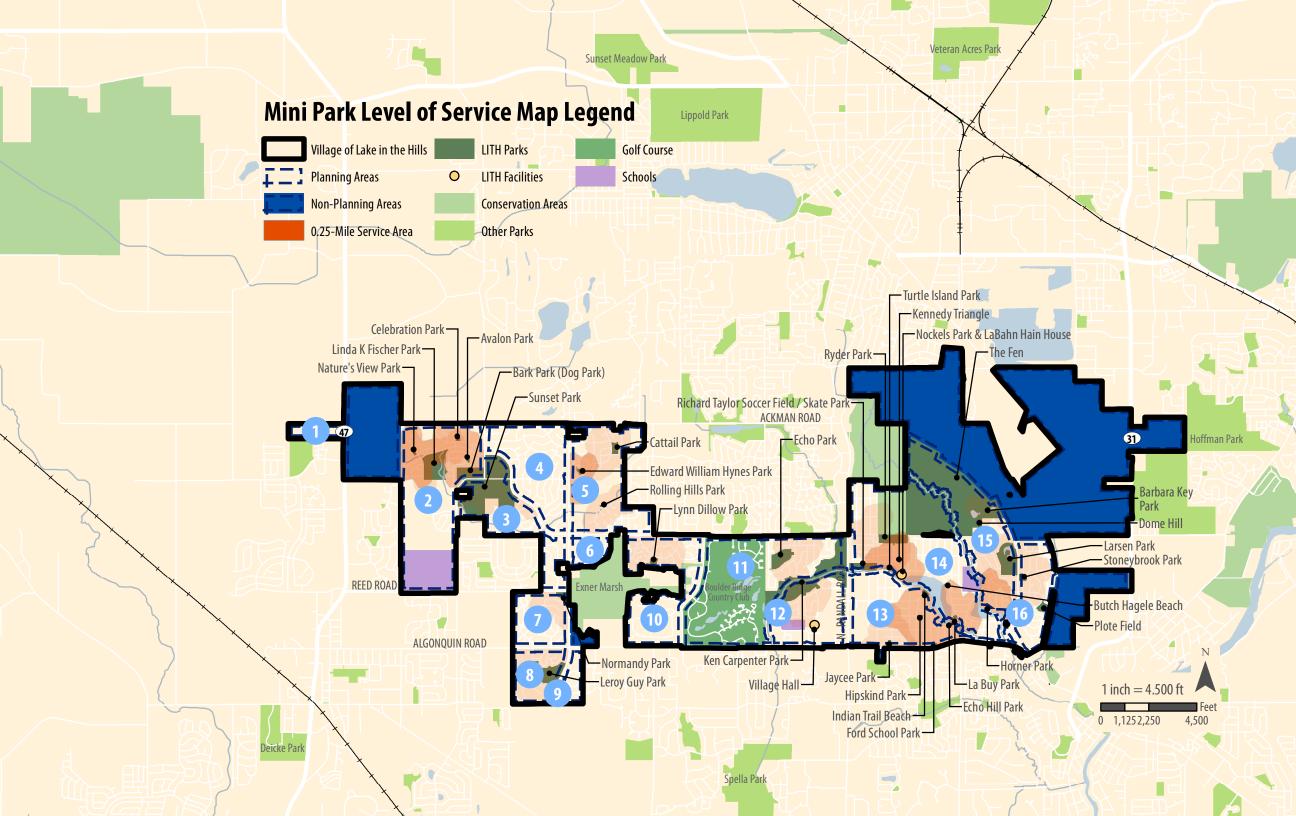




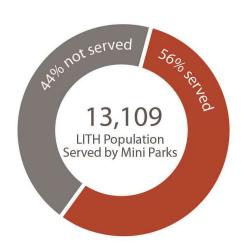


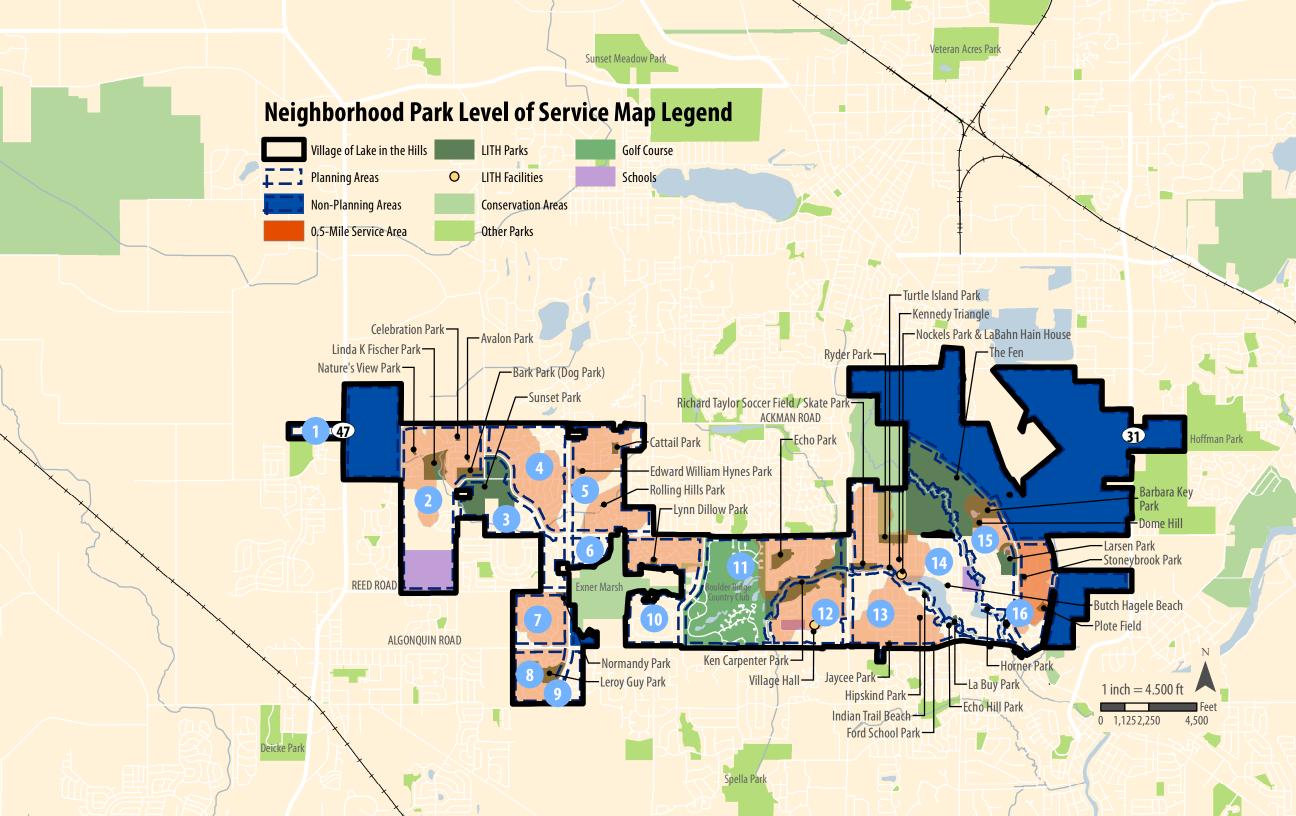


	Planning Areas	
Planning Area	2023 Population	% Total Population
1	3	0%
2	2,067	7%
3	1,178	4%
4	3,354	12%
5	2,440	9%
6	624	2%
7	1,664	6%
8	1,200	4%
9	588	2%
10	1,859	7%
11	3,114	11%
12	1,263	5%
13	2,413	9%
14	3,068	11%
15	1,538	6%
16	1,486	5%
TOTAL:	27,859	100%

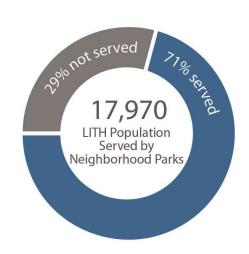


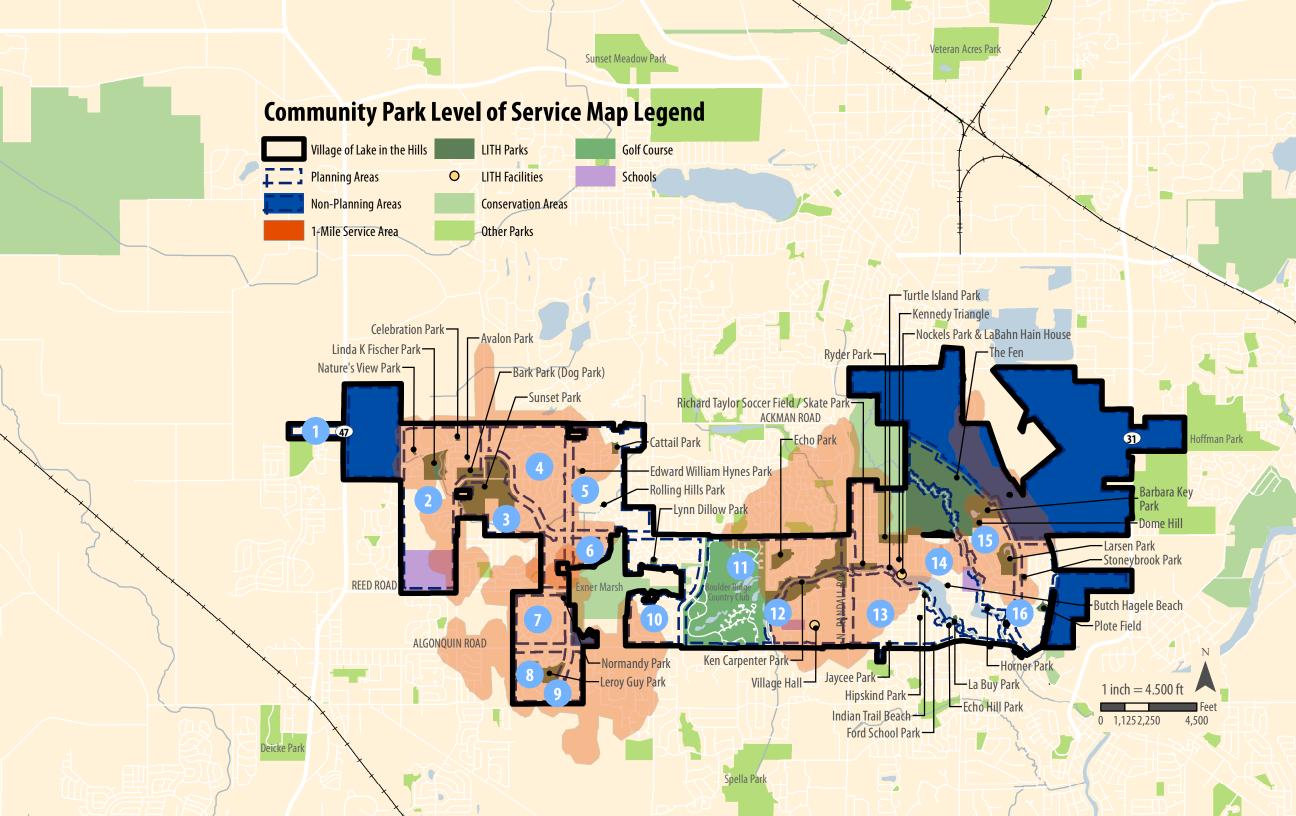
Mini Park Level of Service Analysis												
Planning Area	Population Served	Population NOT Served	% Served	% of Total Population NOT Served								
2	1,630	437	79%	21%								
3	344	834	29%	71%								
5	1,639	801	67%	33%								
7	719	945	43%	57%								
8	1,200	0	100%	0%								
10	911	948	49%	51%								
11	908	2,206	29%	71%								
12	625	638	49%	51%								
13	1,416	997	59%	41%								
14	1,553	1,515	51%	49%								
15	1,341	197	87%	13%								
16	823	663	55%	45%								
Total:	13,109	10,181	56%	44%								



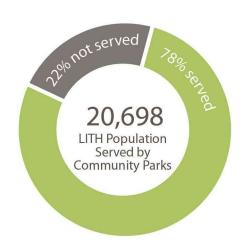


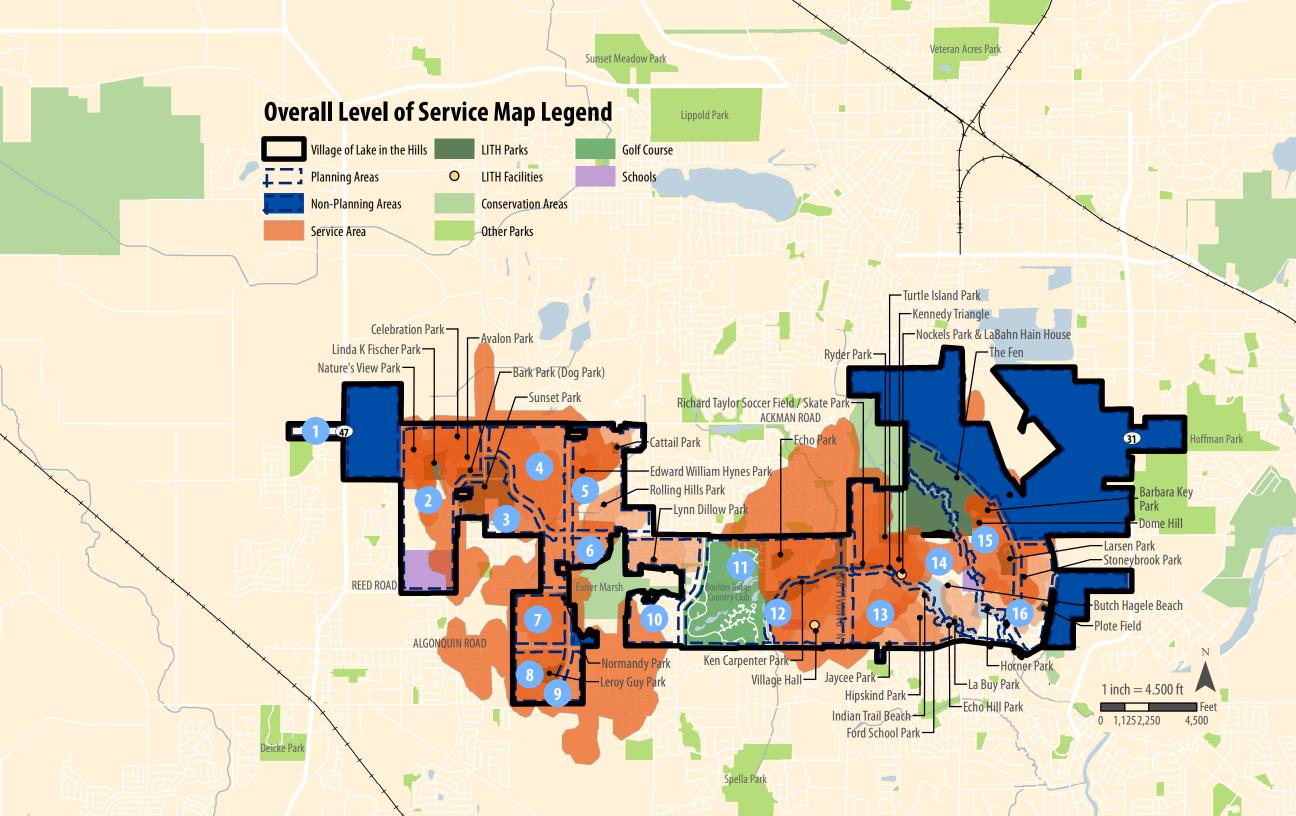
Neighborhood Park Level of Service Analysis													
Planning Area	Population Served	Population NOT Served	% Served	% of Total Population NOT Served									
2	1,630	437	79%	21%									
4	2,662	692	79%	21%									
5	2,255	185	92%	8%									
7	1,398	266	84%	16%									
8	1,200	0	100%	0%									
10	1,295	564	70%	30%									
11	1,200	1,914	39%	61%									
12	1,103	160	87%	13%									
13	1,662	751	69%	31%									
14	1,678	1,390	55%	45%									
15	562	976	37%	63%									
16	1,325	161	89%	11%									
Total:	17,970	7,496	71%	29%									



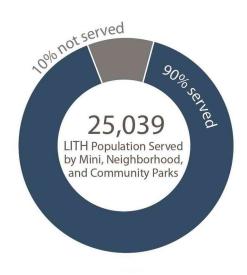


Community Level of Service Analysis												
Population Served	Population NOT Served	% Served	% of Total Population NOT Served									
20,698	7,161	74%	26%									





Overall Level of Service Analysis												
Population Served	Population NOT Served	% Served	% of Total Population NOT Served									
25,039	2,820	90%	10%									



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OTHER DEPARTMENT OPEN SPACE & FACILITIES																																						
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Ken Carpenter Wetlands	85.8																																					
Wedgewood Pond																																		1				
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Leroy Guy Park bike path			0.25																																			
Ken Carpenter Park bike path			0.95																																			
Miller Road bike path			8.2																																			
Frank Road bike path			0.98																																			
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Acreage information was derived from GIS data obtained from McHenry County GIS Department. *all text in red indicates an amenity is beyond its useful life.				Indoor Program / Support Facility	Restrooms	Fitness Stations	Dog Park Pianic Shelter	Age (Picnic Shelter)	Amphitheater/Bandshell Age (Amphitheater/Bandshell)	Playground	Age	Basketball Age	Volleyball Court	Age	Age	Tennis Court	Tennis Court with Pickleball Overlay	Baseball	Softball	Lacrosse	Football / Rugby	Football / Rugby Soccer	Multipurpose Synthetic Turf Field	Running Track	Golf Course (holes)	Disc Golf (holes)	In-line skating Skate Park	Boat Launch	Fishing	Ice Skating Sled Hill	Splash Pad	Swimming Beach (linear feet) Swimming Pool	Creek / River / Open Water	Natural Area Community Gardens	Baggo Chess Game Table	Foosball	Gaga Ball Horseshoe Pit	Ping Pong Shuffle Board



Level of Service Analysis

Date: October 31, 2023
Community: Village of Lake in the Hills
Population: 23358

Level of Service Analysis: 10 acres / 1,000 population

OWNED / LEASED ACTIVE RECREATION AREAS

Classification	LITH Acreage (Total)	LITH Existing Level of Service (acres / 1,000 population)	IAPD/NRPA Recommended Acreage	IAPD/NRPA Recommended Level of Service (acres / 1,000 population)	Acreage deficiency / surplus (acre)
Mini Park	7.63	0.33	11.68	0.50	-4.05
Neighborhood Park	98.80	4.23	46.72	2.00	52.08
Community Park	403.70	17.28	175.19	7.50	228.52
Total Active Recreation Areas	510.13	21.84	233.58	10.00	276.55

Recommended acreage is based off the existing population of 23358

ALL LITH MANAGED OPEN SPACE

Classification	LITH Acreage (Total)	LITH Existing Level of Service (acres / 1,000 population)	IAPD/NRPA Recommended Acreage	IAPD/NRPA Recommended Level of Service (acres / 1,000 population)	Acreage deficiency / surplus (acre)
Mini Park	7.63	0.33	11.68	0.50	-4.05
Neighborhood Park	98.80	4.23	46.72	2.00	52.08
Community Park	403.70	17.28	175.19	7.50	228.52
Natural Areas	359.60	15.40	0.00	0.00	359.60
Special Use	33.11	1.42	0.00	0.00	33.11
Greenways	0.00	0.00	0.00	0.00	0.00
Total LITH Open Space	902.84	38.65	233.58	10.00	669.26

Recommended acreage is based off the existing population of 23358

ALL PUBLIC OPEN SPACE

Classification	LITH Acreage (Total)	LITH Existing Level of Service (acres / 1,000 population)	IAPD/NRPA Recommended Acreage	IAPD/NRPA Recommended Level of Service (acres / 1,000 population)	Acreage deficiency / surplus (acre)
LITH Total Parks & Open Space	902.84	38.65	233.58	10.00	669.26
School Open Space	66.00	2.83	0.00	0.00	66.00
Forest Preserve Open Space	376.00	16.10	0.00	0.00	376.00
Total Public Open Space	1344.84	57.58	233.58	10.00	1111.26

Recommended acreage is based off the existing population of 23358

Level of Service Analysis: Park Metrics Benchmark

OWNED / LEASED ACTIVE RECREATION AREAS

Classification	LITH Acreage (Total)	LITH Existing Level of Service (acres / 1,000 population)	Park Metrics Recommended Acreage	Park Metrics Average, Recommended Level of Service (acres / 1,000 population)	Acreage deficiency / surplus (acre)
Total Active Recreation Areas	510.13	21.84	191.54	8.20	318.59
Total LITH Managed Open Space	902.84	38.65	191.54	8.20	711.30

Recommended acreage is based off the existing population of 23358



SCORP Amenity Needs Analysis

Date: 10/31/2023

Community: Village of Lake in the Hills

Population: 23358

Existing Population 2023

		Existing Population 2023									
	LITH US Facility Average Surplus / Deficit Rank										
		Existing #	Existing # of	Total # of Facilities	IL Average # of	·	Highest to				
	Existing # of	of Facilities at	Facilities per 1,000	needed to meet IL	Facilities per 1,000	Surplus / Deficit	Lowest				
	Facilities (total)	current standards	population	Average	population	' '	Need				
	•			3			•				
WATER-BASED FACILITIES											
Fishing Pier / Docks / Access	4	6	0.26	9.5	0.41	-3.5	9				
Boat Launch Ramps / Access	0	0	0.00	2.8	0.12	-2.8	10				
Canoe only access areas	0	0	0.00	0.9	0.04	-0.9	16				
Marina Slips	0	0	0.00	6.4	0.27	-6.4	4				
Swimming Pools	0	0	0.00	0.7	0.03	-0.7	17				
Swimming Beaches (linear ft.)	600	600	25.69	395.7	16.94	204.3	41				
Spray Grounds / Splash Pads	1	1	0.04	0.7	0.03	0.3	29				
TRAILS											
Multi-Use Trails (Miles)	7	7	0.30	3.8	0.16	3.2	34				
Hiking Trails	0	0	0.00	10.7	0.46	-10.7	1				
Bicycle Trails (Miles)	10.81	10.81	0.46	2.4	0.10	8.4	39				
Physical Fitness Trails (Stations)	0	0	0.00	5.1	0.22	-5.1	5				
Nature / Interpretive Trails (Miles)	0	0	0.00	1.3	0.05	-1.3	13				
Cross-Country Trails	0	0	0.00	9.3	0.40	-9.3	2				
Snowmobile Trails	0	0	0.00	2.6	0.11	-2.6	11				
Ski Trails	0	0	0.00	4.2	0.18	-4.2	8				
DAY USE FACILITIES											
Picnic Shelters	16	10	0.43	4.8	0.21	5.2	36				
Playgrounds	20	13	0.56	9.4	0.40	3.6	35				
Interpretive Centers	0	0	0.00	0.2	0.01	-0.2	20				
'		-									
SPORTS COURTS AND FACILITIE	S										
Tennis Courts	3	3	0.13	11.4	0.49	-8.4	3				
Basketball Courts	8	4	0.17	5.8	0.25	-1.8	12				
Volleyball Courts	6	6	0.26	4.0	0.17	2.0	33				
Baseball Fields	13	13	0.56	6.1	0.26	6.9	38				
Softball Fields	3	3	0.13	3.3	0.14	-0.3	19				
Football Fields	3	3	0.13	1.3	0.05	1.7	32				
Soccer Fields	11	11	0.47	4.2	0.18	6.8	37				
Golf Course (18-Hole Course)	0	0	0.00	0.2	0.01	-0.2	23				
Golf Course (9-Hole Course)	0	0	0.00	0.1	0.01	-0.1	24				
Golf Driving Range	0	0	0.00	0.0	0.00	0.0	25				
Ice Rinks	1	1	0.04	0.9	0.04	0.1	28				
Horseshoe Pits	i	1	0.04	5.6	0.24	-4.6	6				
Bocce Court	0	0	0.00	0.0	0.00	0.0	25				
Shuffleboard courts	0	0	0.00	1.1	0.05	-1.1	15				
Dog Parks	1	1	0.04	0.2	0.01	0.8	30				
Frisbee Golf	9	9	0.39	0.2	0.01	8.8	40				
Skate Park	2	2	0.09	0.4	0.02	1.6	31				
Field Hockey	0	0	0.00	0.0	0.00	0.0	25				
		J	1 0.00	5.0	1 2.00	5.0					



Park Metrics Amenity Needs Analysis

Date: 10/31/2023

Community: Village of Lake in the Hills

Population: 23358

•	Existing Population 2023									
		LITH		US Facility Average	Surplus / Deficit	Ranking				
	Existing # of Facilities (total)	Existing # of Facilities at current standards	Existing # of Facilities per population	Total # of Facilities needed to meet Park Metrics median	Surplus / Deficit	Highest to Lowest Need				
INDOOR FACILITIES										
Recreation Center	0	0	0.00	1.16	-1.2	5				
Community Center	0	0	0.00	1.08	-1.1	6				
Senior Center	0	0	0.00	0.98	-1.0	8				
Arena	0	0	0.00	0.96	-1.0	9				
Ice Rink (indoor)	0	0	0.00	0.00	0.0	10				
Performing and / or Visual Arts Center	0	0	0.00	1.08	-1.1	6				
DAY USE FACILITIES										
Playgrounds	20	13	0.56	8.18	4.8	13				
SPORTS COURTS AND FACILITIES										
Tennis Courts	3	3	0.13	5.27	-2.3	2				
Basketball Courts	8	8	0.34	3.98	4.0	12				
Baseball Fields (90 ft)	0	0	0.00	1.17	-1.2	4				
Baseball Fields (50-65 ft)	13	13	0.56	4.73	8.3	14				
Softball Fields	0	0	0.00	2.98	-3.0	1				
Football Fields	3	3	0.13	1.68	1.3	11				
Soccer / Lacrosse / Rugby Fields	0	0	0.00	1.36	-1.4	3				

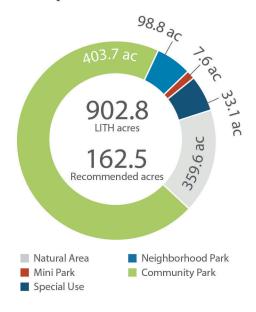
NRPA Recommended Acreage



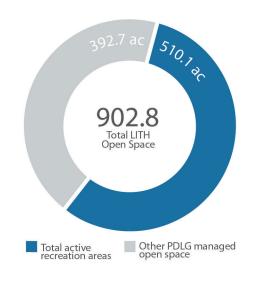
LITH Active Recreation Acreage



LITH Department-Owned Acreage



LITH Total Department Acreage





Memorandum

Date: December 1, 2023

To: Randy Splitt, Village of Lake in the Hills (LITH)
From: Doug Fair, Hitchcock Design Group (HDG)

RE: Village of Lake in the Hills Parks Master Plan – Online Questions (Draft)

Red = Notes to LITH Blue = Placeholder items to be added-to/edited

Parks and Open Space

- 1. About how many times have you and/or members of your household visited a Lake in the Hills park or facility within the past 12 months? (Pick one)
 - o 3 or more times per week
 - o 1-2 times per week
 - o 1-2 times per month
 - A few times a year
 - Never **THIS ANSWER WILL TAKE PARTICIPANT TO Q4 (skipping Q2 and Q3)**

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2. How satisfied were you with the Lake in the Hills parks that you and/or members of your household visited in the last 12 months? (only answer for those that have been visited): (Choices will be "Satisfied (no changes needed)" & "Unsatisfied (changes needed)" listed next

to

each park)

This list does not include facilities

Parks & Open Space:

- Avalon Park
- Celebration Park
- o Echo Hill Park

- o Edward William Hynes Park
- o Ford School Park
- Hipskind Park
- Horner Park
- o Kennedy Triangle
- o La Buy Park
- Nature's View Park
- Cattail Park
- o Echo Park
- o Jaycee Park
- o Larsen Park
- o Linda K. Fischer Park
- o Lynn Dillow Park
- Normandy Park
- Rolling Hills Park
- o Ryder Park
- Stoneybrook Park
- Barbara Key Park/The Fen/Dome Hill
- Ken Carpenter Park
- Leroy Guy Park
- Sunset Park
- Fen Nature Preserve
- Ken Carpenter Wetlands
- o Bark Park
- o Butch Hagele Beach
- o Indian Trail Beach
- o Nockels Park (and LaBahn Hain House)
- Plote Field



- o Richard Taylor Park and Skate Park
- o Turtle Island Park

3. If you selected "Unsatisfied with any of the parks you have visited, what is your biggest concern?

Respondents can only select one option from a dropdown list

- ADA Accessibility
- o Additional picnicking support amenities needed (example: grills)
- Additional seating options
- o Educational signage
- Insufficient lighting
- Insufficient parking
- Lack of / poorly configured courts
- Lack of shaded areas
- Outdated playground equipment
- o Poor drainage or flooding issues
- Trail / walking path conditions or availability
- Other
- 4. What is your favorite Lake in the Hills park? (Pick one):
 - o Avalon Park
 - Celebration Park
 - Echo Hill Park
 - Edward William Hynes Park

- Ford School Park
- o Hipskind Park
- Horner Park
- o Kennedy Triangle
- o La Buy Park
- Nature's View Park
- o Cattail Park
- o Echo Park
- o Jaycee Park
- o Larsen Park
- o Linda K. Fischer Park
- o Lynn Dillow Park
- o Normandy Park
- o Rolling Hills Park
- Ryder Park
- Stoneybrook Park
- o Barbara Key Park/The Fen/Dome Hill
- Ken Carpenter Park
- Leroy Guy Park
- Sunset Park
- Fen Nature Preserve
- Ken Carpenter Wetlands
- o Bark Park
- o Butch Hagele Beach
- o Indian Trail Beach
- o Nockels Park (and LaBahn Hain House)
- o Plote Field
- o Richard Taylor Park and Skate Park



- o Turtle Island Park
- 5. If you do not visit any of the Village's parks, why not? (Pick all that apply):
 - Desired amenities are not offered
 - Inconvenient location
 - Not interested
 - o Parks need maintenance or improvements
 - Safety
 - Too busy
 - Use other agencies parks or facilities
 - N/A I do visit the Village's parks
 - Other reason (text box)
- 6. Please tell us how important the following potential outdoor PARK improvements would be to you and your family:

(Choices will be "Very Important", "Somewhat Important", and "Not Important")

List improvements:

- ADA accessibility
- Ball hockey rink
- Beaches
- Boat ramps
- Campgrounds
- o Components / areas for special needs
- Concert areas
- o Court and / or field renovations (updating, expansion, repurposing, etc.)

- Demonstration gardens
- o Dog park
- Electric vehicle charging stations
- o Multi-use (walking & biking) and nature / interpretive trails
- Outdoor classrooms / workspaces
- Outdoor fitness
- Outdoor pool(s)
- Parking improvements & expansion (more paved lots)
- Playground updates (equipment & accessibility)
- Public art
- Restrooms
- Secluded / quiet areas
- o Self-guided experiences
- o Wi-Fi availability
- Other (text box)



Facilities and Indoor Space

- 7. What Lake in the Hills facilities have you and / or members of your household visited in the last 12 months? (*Pick all that apply*):
 - The Annex
 - Village Hall
 - o LaBahn Hain House
 - None of the above **THIS ANSWER WILL TAKE PARTICIPANT TO Q9 (skipping Q8)**
- 8. How satisfied were you with the Lake in the Hills facilities that you and / or members of your household visited in the last 12 months? (only answer for those that have been visited):

(Choices will be "Satisfied (no changes needed)," "Unsatisfied (changes needed)," and "N/A" listed next to each facility)

- o The Annex
- Village Hall
- o LaBahn Hain House
- 9. Please tell us how important the following potential improvements to INDOOR facilities would be to you and your family:

(Choices will be "Very Important", "Somewhat Important", and "Not Important")

List improvements:

- Add an art center
- Add walking / running tracks
- o Additional gymnasium (courts, badminton, etc.)
- Additional space for after school youth programs (elementary middle school)
- Village Hall improvements



- Cosmetic updates to existing facilities (floors, finishes, etc.)
- o Improve access or expand existing parking
- o Indoor field house / turf fields (soccer, baseball, multi-purpose)
- o Platform / paddle tennis / pickleball facility
- Update existing restrooms
- Updated equipment (sound, visual, etc.)
- Updated lighting (interior & exterior)
- Other (provide text box)
- 10. Are there INDOOR recreation opportunities not currently provided by Lake in the Hills that you would like to see added?
 - (Open comment text box)

Programs and Events

- 11. How satisfied are you with the Lake in the Hills programs and events that you or your family have participated in over the last 12 months?
 - Satisfied (no changes needed)
 - **THIS ANSWER WILL TAKE PARTICIPANT TO Q12**
 - Unsatisfied (improvements are needed)
 - **THIS ANSWER WILL TAKE PARTICIPANT TO Q13, SKIPPING Q12**
 - I have not participated in any programs or events
 - **THIS ANSWER WILL CREATE A NEW QUESTION AFTER (AS NOTED BELOW)
 AND THEN TAKE PARTICIPANT TO Q13, SKIPPING Q12**

If you have not participated in any programs or events, please share why: *(Optional – answer can be skipped)*

- Not interested
- Not aware of offerings

- Costs are too high
- Inconvenient times
- Inconvenient locations
- Other (provide text box)
- 12. Of the Lake in the Hills programs and events that you or your family have participated in the last 12 months, how satisfied were you with each? Please skip the programs and events you and your family did not participate in:

(Choices will be "Satisfied (no changes needed)" & "Unsatisfied (changes needed)" listed next

to

each program)

let us know if there are any specifically, you'd like to note here

- Preschool Academy
- Early Childhood Activities
- Youth Activities
- Adult Activities
- Adult & Senior Activities
- Adult & Senior Trips
- NISRA Activities
- Adult Sports
- Youth Sports
- Youth League Affiliate Groups
- o Boat use permit / storage
- o Fitness Classes / Yoga
- Historical Programming
- Nature Programming

- Special Events *let us know if there are any specifically, you'd like to note here*(Summer Sunset Festival, Bigfoot Basecamp, Flurry Fest, Cookies with Mr. & Mrs.
 Claus, Bunny Paws, Bunny Trails, Run Thru the Hills, etc.)
- o Rec2U / Rec2Night
- Summer Camp
- Other (text box)

- 13. Are there programs or events not currently provided by Lake in the Hills that you would like to see added?
 - (Open comment text box)

Future Priorities

- 14. What do you think should be the Village of Lake in the Hills's priority in the next 5 years? Please rate the following from most to least important:
 - Emphasize environmental preservation
 - Expand / improve program options and special events
 - o Focus on and demonstrate green energy practices & policies
 - Focus on bettering health and wellness offerings
 - Innovation and emerging trends
 - Maintain existing infrastructure
 - New park and facility improvements
 - Preserve and improve natural areas
 - Regional magnet for activities
 - Safety and security of public spaces
 - Special events



- 15. Which do you believe the Village should focus on the most as it relates to these priorities?
 - o Increasing property values
 - o Maintaining property values
 - Reducing taxation

Demographics

- 16. Are you a Lake in the Hills resident?
 - Yes
 - o No
- 17. How many people of each age group reside in your household?

(Optional Question – can be skipped)

- 0 0-4
- o **5-9**
- 0 10-14
- o 15-19
- 0 20-24
- 0 25-34
- 0 35-44
- 0 45-54
- 0 55-64
- o 65 and older
- 18. What languages are spoken in your household?

(Optional Question – can be skipped)



- o English
- o Spanish
- Other (text box)

19. What park do you live the closest to?

(Optional Question – can be skipped)

- o Avalon Park
- Celebration Park
- o Echo Hill Park
- o Edward William Hynes Park
- o Ford School Park
- o Hipskind Park
- o Horner Park
- o Kennedy Triangle
- La Buy Park
- Nature's View Park
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- o Bark Park
- o Butch Hagele Beach
- o Indian Trail Beach
- o Nockels Park (and LaBahn Hain House)
- Plote Field
- Richard Taylor Park and Skate Park
- o Turtle Island Park
- o I do not know
- 20. Thank you for your participation. Please provide any additional comments here:

(Optional Question – can be skipped)

o (Open comment text box)

Interview Sign-up Sheet Date: Location: Virtual (Teams/Zoom) Village of Lake in the Hills Parks Master Plan Project: Re: Stakeholder Interviews Group 1 - Education: School District(s), Libraries, etc. Name: Name: Name: Name: Name: Name: 1:00 to 1:30 PM Email: Email: Email: Email: Email: Email: BREAK - 1:30 AM to 1:45 PM Group 2 - Business & Historical: Village (other departments), Chamber Groups, Historical Society, Hospital/Medical Groups Name: Name: Name: Name: 1:45 to 2:15 PM Email: Email: Email: Email: Email: Email: BREAK - 2:15 to 2:30 PM Group 3 - Environmental & Special Groups: Rotary, Lions, Kiwanis, Garden Clubs, Forest/Nature Preserves, Volunteer Groups Name: Name: Name: Name: Name: Name: 2:30 to 3:00 PM Email: Email: Email: Email: Email: Email: BREAK - 3:00 to 3:15 PM Group 4 - Athletics: Sports Clubs/Groups & Affiliates Name: Name: Name: Name: Name: 3:15 to 3:45 PM Email: Email: Email: Email: Email: Email: BREAK - 3:45 to 4:00 PM Group 5 - TBD, if needed: Name: Name: Name: Name: Name: Name: 4:00 to 4:30 PM Email: Email: Email: Email: Email: Email:



Memorandum

Date: December 1, 2023

To: Randy Splitt, Village of Lake in the Hills (LITH)
From: Doug Fair, Hitchcock Design Group (HDG)

RE: LITH Parks Master Plan;

Community Meeting Guidelines

Purpose

 The purpose of the meeting is to inform the community about the process to develop the Parks Master Plan and to solicit community input on what the priorities should be for the vision of the Department's next 5-years and beyond. The community meeting will be approximately one (1) hour in length.

Meeting Format

- The community meeting will be facilitated by HDG with focus questions, documenting resident participation, and feedback received. Depending on the quantity of attendees, they may be organized into small groups for the workshop.
- The meeting will begin by HDG handing out notecards and pencils along with a brief introduction on the overall project and overview of the start-to-finish process of the night's session.
- Attendees will be asked a series of focus questions to brainstorm and write down concerns, ideas, and preferences related to past, present, & future use of Village offerings.
- They will then be asked to select and write down on post-it notes their top ideas (quantity to be determined during the meeting). The post-it notes will be collected and organized on a wall chart for further discussion and voting.
- Comment cards will be available for attendees to leave additional comments behind.
- HDG will provide a closing statement on next steps for the project and a reminder on the statistically valid survey to follow in the coming weeks.
- HDG will summarize the results of the meeting for record and reference in development of the comprehensive plan.

LITH Tasks:

- Publicize the project website and meeting, consider the following methods:
 - legal notice and/or article in local paper(s)
 - website, email, and social media
 - direct mailings / brochure
 - o fliers or posters at key facilities, programs, and events
 - o direct calls or email to key resident outreach contacts
 - o marquee sign messaging
 - coordinate additional advertising through partner agencies (School Districts, key stakeholder groups, local committees/organizations, etc.)

22 E. Chicago Avenue Suite 200 A Naperville, Illinois 60540 630.961.1787

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- Reserve and setup the selected room:
 - The room should be available for 30-minutes before and after the meeting time.
 - o Chairs in standard row configuration for the anticipated amount of attendees
 - o Small tables near the entrance for sign-in sheet and workshop supplies.
 - Available wall space for an approximate 3' x 5' pin up chart
 - o (Optional) refreshments
 - o (Optional) sound system for background music during sign-in
- Staff and/or Committee/Board attendance:
 - Have a Staff representative present that can address questions specific to the Village, if needed, and to be present to hear the community input firsthand
 - o (Optional) provide opening remarks
 - (Optional) other Staff and/or Committee/Board members can be present to listen, but are not expected to participate
- OPTIONAL: Collect and track RSVP responses. RSVP is not required but can be encouraged to obtain a general understanding of the potential attendance.

HDG Tasks:

- Prepare and display inventory, planning area maps, and/or Level-of-Service Maps from Analyze Phase.
- Provide workshop materials including:
 - o Wall chart, sign-in sheet, post-it notes, pens, pencils, comment cards, & voting dots.
- Facilitate the meeting and summarize the results



STAFF REPORT

MEETING DATE: December 7, 2023

DEPARTMENT: Parks and Recreation Department

Upcoming Events:

Saturday, December 2
 Friday, December 8
 December 14 - 16
 Saturday, December 16
 Feliz Navi Dog
 Flurry Fest: Frozen
 Holiday Bus Tour
 Saturday, December 16
 Cookies with Mr. & Mrs. Claus
 12pm PetSuites
 5-7pm Village Hall
 5:30-8pm
 Village Hall

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



Report submitted by Kim Buscemi, Recreation Superintendent:

Holiday Event sponsors:

Feliz Navi Dog sponsored by PetSuites of Lake in the Hills Holiday House Decorating, Huntly Realty sponsor Holiday Lights Bus Tour, Berkshire Hathaway HomeServices Starck Real Estate sponsor Cookies with Mr. and Mrs. Claus, Orthodontic Experts sponsor

Winter/Spring Program and Event Guide: In past years, the winter and spring guides have been separated. With many programs overlapping these two seasons, it has been decided to combine the two seasons into one guide. This will also save the Village \$1200 in production costs. The Winter/Spring Program and Event Guide will be available online December 6 at recreation.lith.org.



Report submitted by Casie Peltz, Recreation Supervisor:

Hero Week: We celebrated our local Veterans with a week of gratitude. The Hero Wall collected notes of thanks from our Preschool and Beyond the Bell students, as well as the community. We collected donations for the Algonquin / Lake in the Hills Food Pantry. Our first Bags & Brunch with the LITH Police Department was a lot of fun! Finally, our celebration at the Veterans Memorial with the American Legion and the 3rd graders from Lincoln Prairie. Followed by our Pinning Ceremony with Gentiva Hospice, which was a moving tribute to those who have served our country.



Arendelle's Royal Breakfast: Our first ever character breakfast featured the Frozen princesses and their snowman friend. The event offered 2 seating's, both of which sold out with 100 participants per session!



Dueling Pianos Party: The senior co-op agencies hosted a sold-out crowd for our dueling pianos / mocktails party. Everyone had a great time singing along with the performers!



Fireside Theater trip: The annual trip to see the Fireside Theater holiday show was a big hit! This year featured the classic Scrooge.

Upcoming Senior programs and events:

12/1 Holiday Party - sold out!

12/4 Naperville Trolley trip - sold out!

12/6 Paramount Theater trip

12/13 MCC Planetarium trip

Senior Drop-In Participation

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Crafters	46	54	63	55	71	72	67	57	55	49		
Bingo	11	8	9	15	11	14	14	15	22	24		
Cards	<u>32</u>	<u>33</u>	<u>49</u>	<u>31</u>	<u>46</u>	<u>30</u>	<u>37</u>	<u>40</u>	<u>28</u>	<u>31</u>		
	89	95	121	101	128	116	118	112	105	104		
Q1	305				Q2	345		Q3	335		Q4	

Submitted by Recreation Supervisor, Michelle Steffey

Early Childhood Programs: Skyhawks youth sports Fall Session III is in full swing. On Monday evenings a Hoopsters class is offered. On Thursday evenings Hockey Tots classes are offered.

On October 26th, preschool staff offered a Lunch Buddies and Minion Science Lab class. Our little scientists explored different science experiences.





Preschool Academy: Preschool currently has 66 students enrolled for the 2023/2024school year. The classrooms enjoyed celebrating the Thanksgiving holiday.



