



PUBLIC MEETING NOTICE AND AGENDA  
PARKS AND RECREATION BOARD MEETING

May 2, 2024  
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 April 4, 2024 Parks & Recreation Board Meeting Minutes
5. Old Business
  - A. Sunset Fest Sponsorships
6. New Business
  - A. Parks Master Plan –Envision and Prioritize Phase
  - B. 2024 Park Playground Equipment Replacement Services
7. Director’s Reports
8. Board Member 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:



### Call to Order

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

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

### Audience Participation

None

### Approval of Meeting Minutes

Motion to accept the Parks and Recreation meeting minutes of March 6, 2024 was made by Vice-Chairman Andrea and seconded by Member Sivakumar. The motion was approved by a voice vote Of 5-0.

### Old Business

#### **A. Parks Master Plan Analyze and Connect Phase**

The Board had requested that Hitchcock Design Group provide a more detailed summary of the connect phase and to provide a stronger explanation to the planning areas. Director Splitt handed the Board a Community Park Level of Service Map that Hitchcock Design Group had provided and reviewed the results.

### New Business

None

### Director's Report

Director Splitt discussed the Community Garden Plots and invited the Board to the upcoming Meet and Greet that will take place on Tuesday April 8<sup>th</sup>. Director Splitt updated the Board on the park replacement schedule.

Superintendent of Parks and Recreation Kim Buscemi reviewed past and upcoming events. Superintendent Buscemi asked the Board for their assistance in seeking out sponsorships for the Summer Sunset Fest. She provided the Board with a sponsorship packet and a list of potential sponsors.

### Village Trustee Liaison Report

None

### Member Report

None

### Adjournment



# Village of Lake in the Hills

PARKS AND RECREATION BOARD MEETING

April 04, 2024

A motion to adjourn the meeting was made by Vice-Chairman Andrea, and seconded by Member Carman. The motion was approved by a voice vote 5-0.

There being no further business to discuss, the Parks and Recreation Board meeting was adjourned at 7:05PM.

Submitted by

*Dana Popovich*

Dana Popovich  
Recording Secretary

DRAFT



# INFORMATIONAL MEMORANDUM

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**MEETING DATE:** May 2, 2024  
**DEPARTMENT:** Parks & Recreation  
**SUBJECT:** Parks Master Plan - Envision and Prioritize Phase

## EXECUTIVE SUMMARY

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Parks Master Plan Envision and Prioritize Phase consisted of the following items:

- Conduct Internal Planning and Visioning Session:
- Preliminary Strategies - Parks & Open Space
- Preliminary Strategies - Facilities & Recreation Programs
- Prepare Preliminary Strategies Summary

Based on Analyze Phase findings and the online survey, stakeholder group interviews, and Community Meeting from the Connect Phase, Hitchcock Design Group (HDG) identified needs of the community in the following areas Parks, Facilities and Programs/Events. HDG has categorized these needs into objectives and identified strategies for the action plan.

Hitchcock Design Group is present to review the Envision Phase and discuss the Strategies in place that will assist in developing the action plan. They are looking for feedback on the placement of the strategies to assist in developing yearly estimated costs to show in the Parks Master Plan. The yearly strategies that will be shown in the action plan will provide a cost estimate for each year. This will assist staff with future planning.

## FINANCIAL IMPACT

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None

## ATTACHMENTS

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1. HDG Memo Needs and Strategies
2. HDG Presentation Envision and Prioritize Phase
3. HDG Draft Action Plan

## RECOMMENDED MOTION

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Staff is seeking input on the strategies identified to assist with prioritizing the community's objectives and create the action plan for the Parks Master Plan.



## Memorandum

Date: April 24, 2024  
To: Village of Lake in the Hills (LITH)  
From: Hitchcock Design Group (HDG)

**RE: Village of Lake in the Hills Comprehensive Master Plan;  
Needs & Strategies Summary**

### **Description:**

Based on Analyze Phase findings and the online survey, stakeholder group interviews, and Community Meeting from the Connect Phase, the following needs were observed and are categorized in the list below:

### **Parks:**

- Current distribution of parks and their service areas show small gaps in service area coverage in Planning Areas: 2, 10, 14, and 16 per level of service maps.
- Large number of amenities are beyond useful life and need updated – *playgrounds, shelters, courts, and ballfields*
- Playground improvements needed to address safety concerns, outdated/underserved amenities (sensory and special needs)
- More parking needed at Bark Park
- Lake maintenance, access/rule enforcement and safety need improved
- Beach maintenance/amenities need improvements and updates
- Year-round restroom access needed at larger use parks
- More trash receptacles throughout parks to collect litter & debris
- Year-round access to parks/lakes per stakeholder and survey feedback
- Expanded and new aquatic offerings
- Several new or expanded park amenity offerings needed to meet community demand
- Prioritize increased maintenance, security, and safety within all parks
- Improve infrastructure to allow more special event uses in parks
- More shade and seating area offerings at all parks
- Lighting improvements/upgrades needed at sport fields for extended play time and safety
- Additional and improved park identification signage
- Signage and inventory updates to represent and promote what LITH

### **Facilities:**

- Central gathering space for community gathering
  - *To be coordinated with Teska to confirm full understanding of indoor space needs*
- Indoor space dedicated to senior use
- Indoor recreation/multi-sport facility or space
- Aesthetic updates needed to existing facilities

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

hitchcockdesigngroup.com



**Programs / Events / Other:**

- More program offerings are needed in general for toddler, elementary, middle-school, adult, and seniors
- More community events needed to attract visitors and create revenue
- Better communication and promotion of programs & events
- Increase water-based program
- Partner more with school district for afterschool programming in schools and parks

**Objective #1: Maintain and Improve Existing Parks and Open Space Offerings**

Justification:

- *The desire to preserve the outstanding natural areas within LITH parks was noted as the highest priority for LITH in the next 5 years on the online survey and was noted in both the stakeholder interviews and community meeting.*
- *Needed improvements to lake maintenance, access/rule enforcement and safety were noted in both the community meeting and online survey.*
- *A need for improvements and updates to beach maintenance/amenities was noted in the online survey.*
- *A lack of trash receptacles throughout parks to collect litter and debris was noted in the community meeting and online survey.*
- *Prioritizing an increase in maintenance, security, and safety within all parks was asked for in the stakeholder interviews and online survey.*
- *The desire for additional and improved park identification signage was identified in the community survey.*
- *A need for signage and inventory updates to represent and promote what LITH has to offer was identified in the stakeholder interviews and online survey.*

**Strategies:**

- 1) **Develop Park Maintenance and Safety Plan** for all parks and align with implementation of park renovations
- 2) **Develop a Lake Health Monitoring Plan** that addresses areas of concern, including:
  - a. Lake health – dredging, algae
  - b. Beach maintenance
  - c. Lake presence / enforcement
- 3) **Develop a Preservation Plan** for parks with large, naturalized areas/habitat, including:
  - a. Larsen Park
  - b. The Fen
  - c. Barbara Key Park
- 4) **Develop/Update a BMP Plan** to implement best management practices (BMPs) in all parks, including the following areas of focus
  - a. Stormwater
  - b. Mowing
  - c. Invasive removal



- d. Pesticide/herbicide/fertilizer use
  - e. Native plant restoration
- 5) **Identify and Address Staffing Needs**

## **Objective #2: Update Aging Park Amenities and Facilities**

### Justification:

- o *The park inventories show that a large number of amenities are beyond their useful life.*
- o *LITH is below the state and national benchmarks for a number of amenities, due in part to existing amenities being beyond their useful life.*
- o *Many amenities are perceived as old or outdated according to the stakeholder interviews and online survey results.*
- o *Playground improvements are needed to address safety concerns, outdated/underserved amenities (including sensory and special needs) per stakeholder, community meeting, and survey feedback.*

### **Strategies:**

- 1) Develop a **Playground Renovation Schedule** for updates to be planned and budgeted for each year
  - a. Establish a list of park groupings for playground renovations to be made each year, prioritized based on age and need for improvements. *Note: All Priority Group A-C playgrounds are beyond their useful life of 15 years.*
    - i. **Priority Group A** (high need – Years 1-2):
      1. Jaycee Park – 2000
      2. Barbara Key Park/The Fen Dome Hill – 2002
      3. Avalon Park – 2003
      4. Celebration Park – 2004
      5. Nature's View Park – 2005
      6. Rolling Hills Park – 2005
    - ii. **Priority Group B** (medium need – Years 3-4):
      1. Indian Trail Beach – 2007 (playground and volleyball court realignment)
      2. Cattail Park – 2008
    - iii. **Priority Group C** (low need – Year 5+, replace as playgrounds reach the end of their useful life):
      1. Stoneybrook Park - 2016
      2. Leroy Guy Park – 2017
      3. Normandy Park – 2017
      4. Ken Carpenter Park – 2018
      5. Ryder Park – 2018
      6. Sunset Park – 2018
      7. La Buy Park – 2019
      8. Edward William Hynes Park – 2020
      9. Horner Park - 2020
      10. Echo Park – 2020
      11. Ford School Park – 2021
      12. Lynn Dillow Park – 2023



- 2) Develop a **Shelter Renovation Schedule** for updates to be planned and budgeted for each year
  - a. Establish a list of park groupings for shelter renovations to be made each year, prioritized based on age and need for improvements.
  - b. Incorporate playground support / beautification, seating capacity, grills
    - i. **Priority Group A** – past useful life of 25 years (high need – Years 1-2):
      1. Larsen Park – 1960
      2. Barbara Key: Shelter 1 – 1985
      3. Turtle Island Park – 1985
      4. Indian Trail Beach – 1997
      5. Ken Carpenter Park – 1998
    - ii. **Priority Group B** – (low need – Year 5+, replace as shelters reach the end of their useful life):
      1. Ford School Park – 1999
      2. Lynn Dillow Park – 1999
      3. Barbara Key: Shelter 2 – 2004
      4. Rolling Hills Park – 2005
      5. Cattail Park – 2008
      6. Leroy Guy Park – 2008
      7. Sunset Park – Baseball Metal Shelter Field #4/7 – 2009, Tennis Wood Shelter, Lower Soccer Wood Shelter
      8. Bark Park – 2010
      9. Stoneybrook Park – 2019
- 3) Develop a **Field and Court Renovation Schedule** for updates to be planned and budgeted for each year. Establish a list of park groupings for field and court renovations and supporting amenities to be made each year, prioritized based on need for improvements.

*Note: Useful life for court sports (basketball/pickleball/tennis) = 20 years;  
Field sports (baseball & softball) = 10 years*

- a. **Priority Group A** - past useful life. (high need – Years 1-2):
  - i. Barbara Key Park/The Fen Dome Hill: Volleyball – 1985, Basketball – 1988
  - ii. Lynn Dillow Park: Basketball - 1999
  - iii. Jaycee Park: Basketball – 2000
  - iv. Sunset Park: Basketball – 2002
- b. **Priority Group B** (medium need – Years 3-4):
  - i. Cattail Park: Basketball – 2022
  - ii. Ryder Park: Baseball
  - iii. Stoneybrook Park: Basketball
  - iv. Ken Carpenter Park: Basketball – 2006 (re-do scheduled for 2024; Randall Road work may require adjustment, Volleyball – 1998
  - v. Leroy Guy Park: Basketball, Volleyball, Tennis – 2018, Tennis/Pickle Overlay – 2021, Baseball, Softball, Soccer
  - vi. Sunset Park: Tennis – 2018, Tennis/Pickle Overlay – 2021, Baseball, Cricket – 2011, Football/Rugby, Soccer
  - vii. Indian Trail Beach: Volleyball - 2015





### **Objective #3: Improve Existing Park and Amenity Assets to Align with Community Expectations**

#### Justification:

- *More parking is needed at Bark Park, per community meeting, stakeholder, and survey feedback.*
- *Desire for expanded/new aquatic offerings was noted at the community meeting & online survey.*
- *Several new or expanded park amenity offerings are needed to meet community demand per the community meeting, online survey, and stakeholder feedback.*
- *More shade and seating area offerings is desired at all parks per the online survey.*
- *Lighting improvements/upgrades are needed at sport fields for extended play time and safety, according to the stakeholder feedback and online survey*
- *A unique identity for each park is desired as noted in the online survey.*
- *Current distribution of parks and their service areas show small gaps in service area coverage in Planning Areas: 2, 10, 14, and 16 per the level of service maps.*
- *Need to align with Village's Comprehensive Master Plan.*

#### **Strategies:**

- 1) Coordinate with Huntley Park District (HPD) to **Address Service Area Overlaps** and concerns from residents who pay HPD taxes
- 2) **Expand Multi-Use Trails and Sidewalks** within Village to improve connectivity and safety between parks
  - a. Coordinate opportunities with MCC - McHenry County Conservation - connect larger trail on east side of town with west side of town
  - b. Identify access points to trail by Plote Field and off Pyott Road
- 3) **Consider Parking Expansions** by evaluating parking needs at high traffic parks, including:
  - a. Bark Park
  - b. Larsen Park
  - c. Barbara Key – widen entrance/exit driveway
  - d. Nockels Park – consider as storage area for boat trailers
- 4) **Add high-demand comfort amenities** at all parks, including:
  - a. Restrooms
  - b. Shaded seating options
  - c. Multi-use trails
- 5) **Evaluate and determine locations to add specialty amenities**, such as:
  - a. Pickleball courts:
    - i. Perform a **Pickleball Study** to determine a suitable number of courts and their locations.
    - ii. Evaluate locations
      1. Larsen Park (per existing master plan)
      2. Sunset Park
      3. Ken Carpenter Park
      4. Old Police Station area, safety town
      5. Discuss shared use with other agencies
  - b. Outdoor skating/hockey (ice in winter)



- c. Snowshoeing/skiing
  - d. Outdoor fitness
  - e. Skate park/pump track
  - f. Dedicated cricket field
  - g. Community/demonstration garden
  - h. Sports lighting:
  - i. Sunset Park
    - o Assess need for synthetic turf fields to support lighting needs
- 6) **Consider Adding Outdoor Aquatic Amenities**  
(swimming pool, waterpark, and/or splash pad):
- a. Perform feasibility study for larger aquatic facility (indoor/outdoor/combined).
  - b. Improve lake/beach access (kayak launch/piers).
    - i. Limit lake to only resident use  
Evaluate potential partnerships with existing nearby facilities
- 7) **Determine Next Steps for Larsen Park**
- a. Design & Engineer:
    - i. Utilizing past plans, community input, and Village Comprehensive Plan to decide on what to include at Larsen Park, considering:
      - 1. Playground, community garden, pump track, nature area, walking trails, parking, etc.
    - ii. Confirm/obtain funding to implement
    - iii. Bid & Construct

#### **Objective #4: Expand Indoor Space Offerings**

##### Justification:

- o *A lack of indoor program space was noted during the stakeholder interviews. It was mentioned that while the Village does sometimes use school space, school facilities are in high demand and aren't always available for use by non-school agencies when requested.*
- o *The desire for central gathering space for community events and activities was noted in the stakeholder interviews and community meeting.*
- o *A need for indoor space dedicated to senior use was noted in the stakeholder interviews, community meeting, and online survey.*
- o *A need for indoor recreation/multi-sport facility or space was noted in the stakeholder interviews and online survey.*
- o *The desire for aesthetic updates to existing facilities was noted in the online survey.*

##### **Strategies:**

- 1) **Upgrade Existing indoor Space** to preserve current use
  - a. Improve and expand accessibility – *ingress, egress, fixtures, parking*
  - b. Aesthetic/cosmetic upgrades such as: *fixtures, finishes, lighting, electric, sound, and visual capabilities*
  - c. Evaluate existing space uses and consider repurposing spaces to maximize efficiency of use
  - d. Develop short-term maintenance/upgrade plan



- 2) **Evaluate Need for Community Center** or centralized space for community gathering
- 3) **Evaluate Need for Recreation Center** for active, sport, and event use
  - a. Explore including programming space:
    - i. Indoor pool
    - ii. Raquet sports (pickleball/tennis, etc.)
    - iii. Fitness
    - iv. Walking/running track
    - v. Indoor playground
    - vi. Winter-time court/field space
  - b. Consider combining with the Community Center
  - c. Evaluate potentially partnering more with schools/private recreation facilities in the area for shared indoor space use
- 4) **Provide Additional indoor Space for Senior Use**
  - a. Perform a feasibility study that compares building a new facility versus expanding the existing facility
  - b. Evaluate potential partner/collaboration with other Village departments
  - c. Target under-utilized spaces in existing Village-owned facilities
    - i. Consider including space for senior use in old police station building
    - ii. Additional uses for old police station building?
- 5) **Evaluate Property Acquisitions to Provide Additional indoor Space** for Community Center, Recreation Center, and/or Senior Center space
- 6) **Develop Long-Term Maintenance/Upgrade Plan**
  - i. Perform facility study that compares abandoning existing space for new or repurposed facilities to maintaining and upgrading existing space

#### **Objective #5: Improve and Expand Programs & Events**

##### Justification:

- *A need for more program offerings in general for toddler, elementary, middle-school, adult, and seniors was noted in the stakeholder interviews, community meeting, and online survey.*
- *A desire for more community events to attract visitors and create revenue was noted in the stakeholder interviews and online survey.*
- *There is a need for better communication and promotion of programs and events per the online survey.*
- *A desire for increased water-based programs was noted in the community meeting and online survey.*
- *Increased partnership with the school district for afterschool programming in schools and parks is desired per the stakeholder interviews and online survey.*
- *Improved infrastructure is needed to allow more special event uses in parks per the stakeholder interviews.*



**Strategies:**

- 1) **Improve Communication and Promotion of Existing Program and Event Offerings** to community
  - a. Confirm existing programs to preserve
  - b. Evaluate replacing lower-use programs with higher demand programs (noted above)
  - c. Determine additional space and staffing needed for new/expanded program offerings
  
- 2) **Expand Program Offerings** to meet higher demands, considering:
  - a. Dance
  - b. Field trips
  - c. Sport
  - d. Music
  - e. Art
  - f. Theater
  - g. Board games
  - h. Crafts
  - i. Cooking
  - j. CPR/first aid
  - k. Educational lectures
  - l. Walking tours
  - m. Martial arts
  - n. Biking
  
- 3) **Add to Existing and/or Expand Senior Programs** to accommodate aging demographics
  
- 4) **Expand or Add New Community Events** to address community demand and to attract new visitors to help generate more local revenue, including:
  - a. Outdoor concerts
  - b. Dog-friendly events
  - c. Pickleball events/programs
  
- 5) **Expand Water-Based Program Offerings**
  - a. Determine additional rental needs & staffing needs for the following:
    - i. Kayaking
    - ii. Paddleboard
    - iii. Live music
    - iv. Movies at the beach
    - v. Fishing
    - vi. Parks presence

**Objective #6: Improve Accessibility, Safety, and Inclusivity at All Parks and Facilities**

Justification:

- *Stakeholder and community feedback noted a need for accessibility and inclusivity improvements.*



- *Playground improvements are needed to address safety concerns, outdated/underserved amenities (including sensory and special needs) per the park assessments, community meeting, and online survey.*
- *Safety concerns at Larsen Park exist due to lack of sidewalks according to the stakeholder interviews and online survey feedback*
- *Year-round restroom access is needed at larger use parks per the online survey.*
- *Year-round access to parks/lakes is desired per stakeholder and survey feedback.*
- *Lake maintenance, access/rule enforcement and safety need improvements per the community meeting and online survey*

**Strategies:**

- 1) **Develop ADA Transition Plan** to evaluate, track, and prioritize accessibility updates
  - a. Develop a list of issues to be addressed at parks, including:
    - i. Accessible routes from parking to high-use amenities
    - ii. Playground ramps and points-of-entry
    - iii. Playground surfacing – material and maintenance
    - iv. Accessible connections between amenities at park
    - v. Seating areas (site furnishings, spatial requirements)
    - vi. Prioritize and group parks and facilities for implementation of improvements
    - vii. Coordinate timing to align with ongoing improvements / initiatives
- 2) **Evaluate and Improve Points of Entry to Indoor Facilities**, including:
  - a. ADA parking and accessible routes
  - b. Ramps and walkway connections
  - c. Turning radii, clearance, and reach ranges
- 3) **Evaluate and Improve Pedestrian Safety** at Parks and Facilities
  - a. Evaluate pedestrian vs vehicular safety at parks through a **Traffic Study**



# Village of Lake in the Hills Parks Master Plan: Board Meeting #2

Envision & Prioritize  
Phase Review



recap

envision phase update

prioritize phase & action plan

next steps

discussion

# agenda

- analyze phase – complete:
  - demographic & agency data collection
  - park inventory & analysis
  - inventory & analysis maps
- connect phase – complete:
  - online survey
  - stakeholder interviews
  - community input meeting
  - board review #1
- envision phase – complete
- prioritize phase – April-present
  - **Board Review #2 – Envision & Prioritize Phase Update (tonight)**
- implement phase – May-June
  - Board Review #3 – Draft Booklet Review (June meeting)
- Booklet complete / Board adoption at July meeting

recap



analyze

1



connect

2



envision

3



prioritize

4



implement

5



# envision

- **envision phase (complete):**
  - internal visioning session
  - developed preliminary needs
  - developed preliminary strategies to address:
    - parks and open space
    - facilities
    - recreation programs & services
  - prepared preliminary strategies summary
  - staff coordination and reviews
  - finalized strategies

# envision phase

## ○ **preliminary needs – parks:**

- Large number of amenities are beyond useful life and need updating – playgrounds, shelters, courts, and ballfields
- Playground improvements needed to address safety concerns, outdated/underserved amenities (sensory and special needs)
- Parking improvements
- Beach/Lake maintenance/amenities need improvements and updates
- Year-round park/lake and restroom access needed
- Expanded and new aquatic offerings
- Prioritize increased maintenance, security, and safety within all parks
- Improve infrastructure to allow more special event uses in parks
- More shade and seating area offerings at all parks
- Lighting improvements/upgrades needed at sports fields for extended play time and safety
- Signage and inventory updates to represent and promote LITH offerings

# envision phase

- **preliminary needs – facilities:**
  - Central gathering space for community gathering
  - Indoor space dedicated to senior use
  - Indoor recreation/multi-sport facility or space
  - Aesthetic updates needed to existing facilities

**envision phase**

- **preliminary needs – programs/events/other:**

- More program offerings are needed in general for toddler, elementary, middle-school, adult, and seniors
- More community events needed to attract visitors and create revenue
- Better communication and promotion of programs & events
- Increase water-based program
- Partner more with school district for afterschool programming in schools and parks

**envision phase**

# objectives:

- #1 – Maintain and Improve Existing Parks and Open Space Offerings
- #2 – Update Aging Park Amenities and Facilities
- #3 – Improve Existing Park and Amenity Assets to Align with Community Expectations
- #4 – Expand Indoor Space Offerings
- #5 – Improve and Expand Programs & Events
- #6 – Improve Accessibility, Safety, and Inclusivity at All Parks and Facilities

# envision phase

# objective #1:

## *Maintain and Improve Existing Parks and Open Space Offerings*

- Develop Park Maintenance and Safety Plan for all parks and align with implementation of park renovations
- Develop a Lake Health Monitoring Plan that addresses areas of concern, including:
  - Lake health – dredging, algae
  - Beach maintenance
  - Lake presence / enforcement
- Develop a Preservation Plan for parks with large, naturalized areas/habitat, including:
  - Larsen Park
  - The Fen
  - Barbara Key Park

# envision phase

# objective #1:

## *Maintain and Improve Existing Parks and Open Space Offerings*

- Develop/Update a **BMP Plan** to implement best management practices (BMPs) in all parks, including the following areas of focus
  - Stormwater
  - Mowing
  - Invasive removal
  - Pesticide/herbicide/fertilizer use
  - Native plant restoration
- Identify and Address Staffing Needs

# envision phase



## objective #2:

### *Update Aging Park Amenities and Facilities*

- Develop a **Playground Renovation Schedule** for updates to be planned and budgeted for each year
- Establish a list of park groupings for playground renovations to be made each year, prioritized based on age and need for improvements. Note: All Priority Group A-B playgrounds are beyond their useful life of 15 years.
- Priority Group A (high need – Years 1-2):
  - Jaycee Park – 2000
  - Barbara Key Park/The Fen Dome Hill – 2002
  - Avalon Park – 2003
  - Celebration Park – 2004
  - Nature's View Park – 2005
  - Rolling Hills Park – 2005

# envision phase

## objective #2:

### *Update Aging Park Amenities and Facilities*

- Priority Group B (medium need – Years 3-4):
  - Indian Trail Beach - 2007
  - Cattail Park – 2008
- Priority Group C (low need – Year 5+, replace as playgrounds reach the end of their useful life):
  - Stoneybrook Park - 2016
  - Leroy Guy Park – 2017
  - Normandy Park – 2017
  - Ken Carpenter Park – 2018
  - Ryder Park – 2018
  - Sunset Park – 2018
  - La Buy Park – 2019
  - Edward William Hynes Park – 2020
  - Horner Park - 2020
  - Echo Park – 2020
  - Ford School Park – 2021
  - Lynn Dillow Park – 2023

# envision phase

## objective #2:

### *Update Aging Park Amenities and Facilities*

- Develop a Shelter Renovation Schedule for updates to be planned and budgeted for each year
  - Establish a list of park groupings for shelter renovations to be made each year, prioritized based on age and need for improvements.
  - Incorporate playground support / beautification, seating capacity, grills
  - Priority Group A – past useful life of 25 years (high need – Years 1-2):
    - Larsen Park – 1960
    - Barbara Key: Shelter 1 – 1985
    - Turtle Island Park – 1985
    - Indian Trail Beach – 1997
    - Ken Carpenter Park – 1998

envision phase

## objective #2:

### *Update Aging Park Amenities and Facilities*

- Priority Group B – (low need – Year 5+, replace as shelters reach the end of their useful life):
  - Ford School Park – 1999
  - Lynn Dillow Park – 1999
  - Barbara Key: Shelter 2 – 2004
  - Rolling Hills Park – 2005
  - Cattail Park – 2008
  - Sunset Park – Baseball Metal Shelter Field #4/7 – 2009, Tennis Wood Shelter, Lower Soccer Wood Shelter
  - Bark Park – 2010
  - Stoneybrook Park
  - Leroy Guy Park

# envision phase

## objective #2:

### *Update Aging Park Amenities and Facilities*

- Develop a Field and Court Renovation Schedule for updates to be planned and budgeted for each year. Establish a list of park groupings for field and court renovations and supporting amenities to be made each year, prioritized based on need for improvements.
- Note: Useful life for court sports (basketball/pickleball/tennis) = 20 years; Field sports (baseball & softball) = 10 years

# envision phase

## objective #2:

### *Update Aging Park Amenities and Facilities*

- Priority Group A - past useful life. (high need – Years 1-2):
  - Barbara Key Park/The Fen Dome Hill: Volleyball – 1985, Basketball – 1988
  - Lynn Dillow Park: Basketball - 1999
  - Jaycee Park: Basketball – 2000
  - Sunset Park: Basketball – 2002

envision phase

## objective #2:

### *Update Aging Park Amenities and Facilities*

- Priority Group B (medium need – Years 3-4):
  - Cattail Park: Basketball
  - Ryder Park: Baseball
  - Stoneybrook Park: Basketball
  - Ken Carpenter Park: Basketball – 2006, Volleyball
  - Leroy Guy Park: Basketball, Volleyball, Tennis – 2018, Tennis/Pickle Overlay – 2021, Baseball, Softball, Soccer
  - Sunset Park: Tennis – 2018, Tennis/Pickle Overlay – 2021, Baseball, Cricket, Football/Rugby, Soccer
  - Indian Trail Beach: Volleyball - 2015

envision phase

## objective #3:

### *Improve Existing Park and Amenity Assets to Align with Community Expectations*

- Coordinate with Huntley Park District (HPD) to Address Service Area Overlaps and concerns from residents who pay HPD taxes
- Expand Multi-Use Trails and Sidewalks within Village to improve connectivity and safety between parks
- Consider Parking Expansions by evaluating parking needs at high-traffic parks, including:
  - Bark Park
  - Larsen Park
  - Additional parks to consider?

envision phase



## objective #3:

### *Improve Existing Park and Amenity Assets to Align with Community Expectations*

- Add high-demand comfort amenities at all parks, including:
  - Restrooms
  - Shaded seating options
  - Multi-use trails
- Evaluate and determine locations to add specialty amenities, such as:
  - Pickleball courts:
    - Perform a **Pickleball Study** to determine a suitable number of courts and their locations.
      - Evaluate locations
        - Larsen Park (per existing master plan)
        - Sunset Park
        - Ken Carpenter Park
        - Discuss shared use with other agencies

envision phase

## objective #3:

### *Improve Existing Park and Amenity Assets to Align with Community Expectations*

- Evaluate and determine locations to add specialty amenities, such as:
  - Outdoor skating/hockey (ice in winter)
  - Snowshoeing/skiing
  - Outdoor fitness
  - Skate park/pump track
  - Dedicated cricket field
  - Community/demonstration garden
  - Sports lighting:
  - Sunset Park
    - Assess need for synthetic turf fields to support lighting needs

# envision phase

## objective #3:

### *Improve Existing Park and Amenity Assets to Align with Community Expectations*

- Consider Adding Outdoor Aquatic Amenities (swimming pool, waterpark, and/or splash pad):
  - Perform feasibility study for larger aquatic facility (indoor/outdoor/combined).
  - Improve lake/beach access (kayak launch/piers).
    - Limit lake to only resident use
    - Evaluate potential partnerships with existing nearby facilities
- Determine Next Steps for Larsen Park
  - Design & Engineer: Utilizing past plans, community input, and Village Comprehensive Plan to decide on what to include at Larsen Park, considering:
    - Playground, community garden, pump track, nature area, walking trails, parking, etc.
  - Confirm/obtain funding to implement
  - Bid & Construct

envision phase

# objective #4:

## *Expand Indoor Space Offerings*

- **Upgrade Existing Indoor Space** to preserve current use
  - Improve and expand accessibility – ingress, egress, fixtures, parking
  - Aesthetic/cosmetic upgrades such as fixtures, finishes, lighting, electric, sound, and visual capabilities
  - Evaluate existing space uses and consider repurposing spaces to maximize efficiency of use
  - Develop short-term maintenance/upgrade plan
- **Evaluate Need for Community Center** or centralized space for community gathering

envision phase

# objective #4:

## *Expand Indoor Space Offerings*

- Evaluate Need for Recreation Center for active, sport, and event use
  - Explore including programming space:
    - Indoor pool
    - Racquet sports (pickleball/tennis, etc.)
    - Fitness
    - Walking/running track
    - Indoor playground
    - Winter-time court/field space
  - Consider combining with the Community Center
  - Evaluate potentially partnering more with schools for shared indoor space use

# envision phase

# objective #4:

## *Expand Indoor Space Offerings*

- **Provide Additional indoor Space for Senior Use**
  - Perform a feasibility study that compares building a new facility versus expanding the existing facility
  - Evaluate potential partner/collaboration with other Village departments
  - Target under-utilized spaces in existing Village-owned facilities
    - Consider including space for senior use in the old police station building
    - Additional uses for the old police station building?
- **Evaluate Property Acquisitions to Provide Additional indoor Space for Community Center, Recreation Center, and/or Senior Center space**
- **Develop Long-Term Maintenance/Upgrade Plan**
  - Perform facility study that compares abandoning existing space for new or repurposed facilities to maintaining and upgrading existing space

# envision phase

## objective #5:

### *Improve and Expand Programs & Events*

- Improve Communication and Promotion of Existing Program and Event Offerings to community
  - Confirm existing programs to preserve
  - Evaluate replacing lower-use programs with higher-demand programs (noted above)
  - Determine additional space and staffing needed for new/expanded program offerings
- Expand Program Offerings to meet higher demands, considering:
  - Dance
  - Field trips
  - Sport
  - Music
  - Art
  - Theater
  - Board games
  - Crafts
  - Cooking
  - CPR/first aid
  - Educational lectures
  - Walking tours
  - Martial arts
  - Biking

# envision phase

# objective #5:

## *Improve and Expand Programs & Events*

- Add to Existing and/or Expand Senior Programs to accommodate aging demographics
- Expand or Add New Community Events to address community demand and to attract new visitors to help generate more local revenue, including:
  - Outdoor concerts
  - Dog-friendly events
  - Pickleball events/programs
- Expand Water-Based Program Offerings
  - Determine additional rental needs & staffing needs for the following:
    - Kayaking
    - Paddleboard
    - Live music
    - Movies at the beach
    - Fishing
    - Parks presence

# envision phase



## objective #6:

### *Improve Accessibility, Safety, and Inclusivity at All Parks and Facilities*

- Develop ADA Transition Plan to evaluate, track, and prioritize accessibility updates
  - Develop a list of issues to be addressed at parks, including:
    - Accessible routes from parking to high-use amenities
    - Playground ramps and points-of-entry
    - Playground surfacing – material and maintenance
    - Accessible connections between amenities at park
    - Seating areas (site furnishings, spatial requirements)
    - Prioritize and group parks and facilities for implementation of improvements
    - Coordinate timing to align with ongoing improvements / initiatives

# envision phase

## objective #6:

### *Improve Accessibility, Safety, and Inclusivity at All Parks and Facilities*

- **Evaluate and Improve Points of Entry to Indoor Facilities**, including:
  - ADA parking and accessible routes
  - Ramps and walkway connections
  - Turning radii, clearance, and reach ranges
- **Evaluate and Improve Pedestrian Safety at Parks and Facilities**
  - Evaluate pedestrian vs vehicular safety at parks through a Traffic Study

envision phase

# preliminary action plan - overall

Year 1

Year 2

Year 3

Year 4

Year 5

Year 1				Year 2				Year 3				Year 4				Year 5			
January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec
Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Develop Park Maintenance and Safety Plan				Develop a Lake Health Monitoring Plan				Develop a Preservation Plan				Expand Multi-Use Trails and Sidewalks							
Identify and Address Staffing Needs				Address Service Area Overlaps				Develop / Update a BMP Plan				Consider Parking Expansions				Consider Adding Outdoor Aquatic Amenities			
Develop a Playground Renovation Schedule	Playground Renovation Priority Group A							Playground Renovation Priority Group B											
Develop a Shelter Renovation Schedule	Shelter Renovation Priority Group A																		
Develop a Field and Court Renovation Schedule	Field and Court Renovation Priority Group A							Field and Court Renovation Priority Group B											
Evaluate and Determine Locations to Add Specialty Amenities				Perform a Pickleball Study								Add High-Demand Comfort Amenities							
Develop ADA Transition Plan												Determine Next Steps for Larsen Park	Fund Larsen Park (pending next steps determination)	Design & Engineer Larsen Park (pending next steps determination)		Bid & Construct Larsen Park (pending next steps determination)			
				Evaluate and Improve Pedestrian Safety															
Evaluate and Improve Points of Entry to Indoor Facilities	Upgrade Existing Indoor Space							Evaluate Need for Community Center		Expand Water-Based Program Offerings						Provide Additional Indoor Space for Senior Use			
Expand or Add New Community Events	Add to Existing and/or Expand Senior Programs			Develop Long-Term Maintenance / Upgrade Plan				Evaluate Need for Recreation Center											

## Legend

- Facilities
- Parks and Open Space
- Programs and Events

# prioritize

# preliminary action plan - overall

Beyond 5 Years

Playground Renovation Priority Group C	
Shelter Renovation Priority Group B	

Recurring Items

Evaluate Property Acquisitions to Provide Additional Indoor Space	Improve Communication and Promotion of Existing Program and Event Offerings	Expand Program Offerings	

## Legend

- Facilities
- Parks and Open Space
- Programs and Events

# prioritize

# preliminary action plan – current to year 2

Year 1

Year 2

January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec
Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Develop Park Maintenance and Safety Plan	→						
Identify and Address Staffing Needs	→						
Develop a Playground Renovation Schedule	Playground Renovation Priority Group A	→					
Develop a Shelter Renovation Schedule	Shelter Renovation Priority Group A	→					
Develop a Field and Court Renovation Schedule	Field and Court Renovation Priority Group A	→					
Develop a Lake Health Monitoring Plan	→						
Address Service Area Overlaps	→						

## Legend

- Facilities
- Parks and Open Space
- Programs and Events

# prioritize

# preliminary action plan – current to year 2

Year 1				Year 2			
January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec
Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Evaluate and Determine Locations to Add Specialty Amenities	—————			Perform a Pickleball Study	—————		
Develop ADA Transition Plan							
				Evaluate and Improve Pedestrian Safety	—————→		
Evaluate and Improve Points of Entry to Indoor Facilities	Upgrade Existing Indoor Space	—————→			—————		
Expand or Add New Community Events	Add to Existing and/or Expand Senior Programs			Develop Long-Term Maintenance / Upgrade Plan	—————		

## Legend

- Facilities
- Parks and Open Space
- Programs and Events

# prioritize

# preliminary action plan – year 3 to year 5

Year 3

Year 4

Year 5

January February March	April May June	July August Sept	Oct Nov Dec
Quarter 1	Quarter 2	Quarter 3	Quarter 4
Develop a Preservation Plan	→		
Develop / Update a BMP Plan	→		
Playground Renovation Priority Group B	→		
Field and Court Renovation Priority Group B	→		

January February March	April May June	July August Sept	Oct Nov Dec
Quarter 1	Quarter 2	Quarter 3	Quarter 4
Expand Multi-Use Trails and Sidewalks	→		
Consider Parking Expansions	→		
	→		

January February March	April May June	July August Sept	Oct Nov Dec
Quarter 1	Quarter 2	Quarter 3	Quarter 4
	→		
Consider Adding Outdoor Aquatic Amenities	→		

Legend

- Facilities
- Parks and Open Space
- Programs and Events

# prioritize

# preliminary action plan – year 3 to year 5

Year 3

Year 4

Year 5

January February March Quarter 1	April May June Quarter 2	July August Sept Quarter 3	Oct Nov Dec Quarter 4
→			
Evaluate Need for Community Center	→	Expand Water-Based Program Offerings	
Evaluate Need for Recreation Center	→		

January February March Quarter 1	April May June Quarter 2	July August Sept Quarter 3	Oct Nov Dec Quarter 4
Add High-Demand Comfort Amenities	→		
Determine Next Steps for Larsen Park	Fund Larsen Park (pending next steps determination)	Design & Engineer Larsen Park (pending next steps determination)	→
→			

January February March Quarter 1	April May June Quarter 2	July August Sept Quarter 3	Oct Nov Dec Quarter 4
→			
Bid & Construct Larsen Park (pending next steps determination)	→		
Provide Additional Indoor Space for Senior Use	→		

## Legend

- Facilities
- Parks and Open Space
- Programs and Events

# prioritize



# preliminary action plan – past year 5

Beyond 5 Years

Playground Renovation Priority Group C	
Shelter Renovation Priority Group B	

- Legend
- Facilities
  - Parks and Open Space
  - Programs and Events

# prioritize

# preliminary action plan – recurring items

Recurring Items

Evaluate Property Acquisitions to Provide Additional Indoor Space	Improve Communication and Promotion of Existing Program and Event Offerings	Expand Program Offerings	

- Legend
- Facilities
  - Parks and Open Space
  - Programs and Events

# prioritize

# Schedule

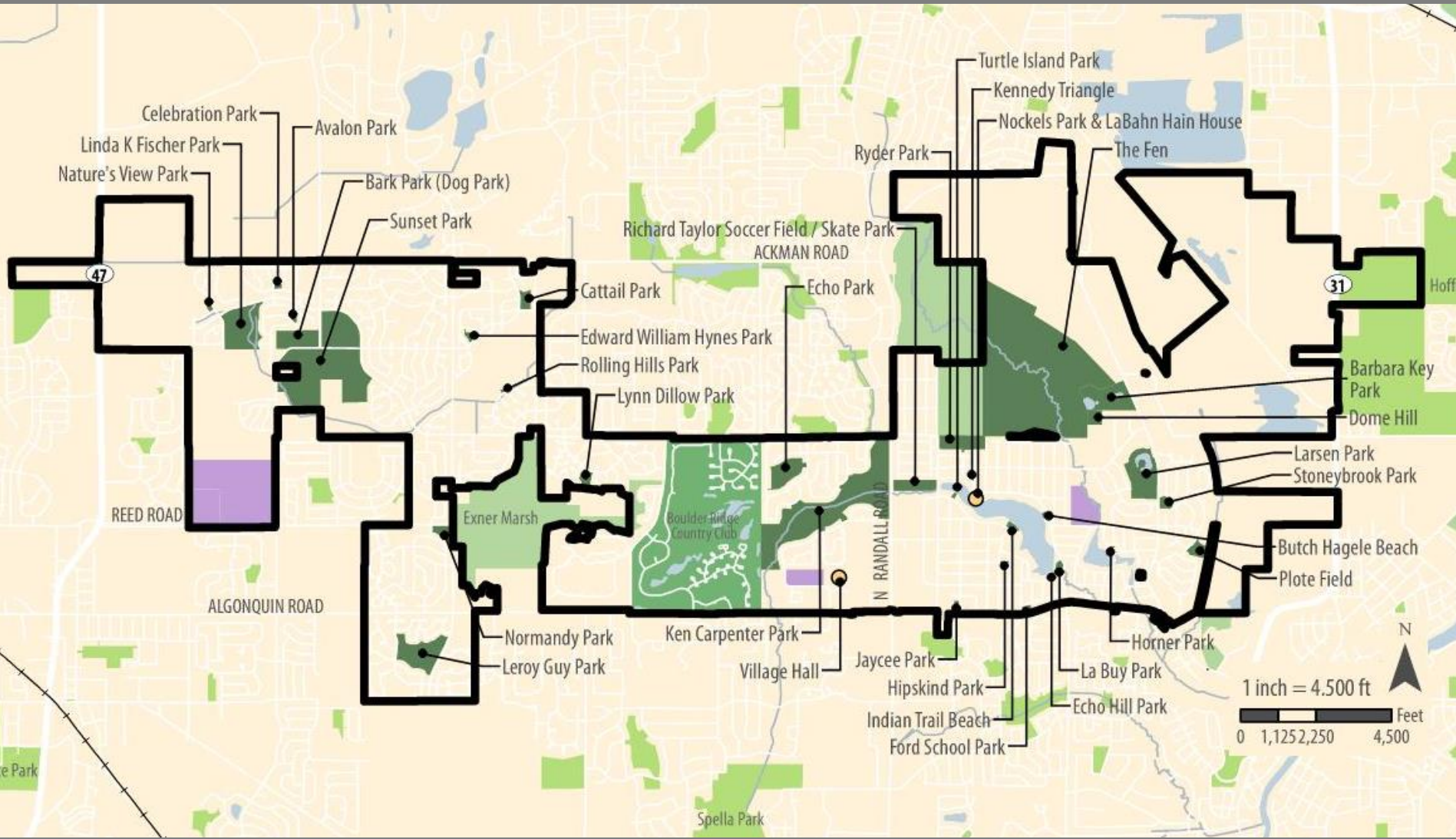
- Analyze Phase – complete
- Connect Phase – complete
- Envision Phase – complete
- Prioritize Phase – April/May
  - Board Review #2 - tonight
- Implement Phase – May and June
- *Booklet complete & Board adoption – July*

next steps

# discussion



# thank you!



Year 1				Year 2				Year 3				Year 4				Year 5			
January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec	January February March	April May June	July August Sept	Oct Nov Dec
Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Develop Park Maintenance and Safety Plan	→			Develop a Lake Health Monitoring Plan	→			Develop a Preservation Plan	→			Expand Multi-Use Trails and Sidewalks	→				→		
Identify and Address Staffing Needs	→			Address Service Area Overlaps	→			Develop / Update a BMP Plan	→			Consider Parking Expansions	→			Consider Adding Outdoor Aquatic Amenities	→		
Develop a Playground Renovation Schedule	Playground Renovation Priority Group A	→			→			Playground Renovation Priority Group B	→				→				→		
Develop a Shelter Renovation Schedule	Shelter Renovation Priority Group A	→			→				→				→				→		
Develop a Field and Court Renovation Schedule	Field and Court Renovation Priority Group A	→			→			Field and Court Renovation Priority Group B	→				→				→		
Evaluate and Determine Locations to Add Specialty Amenities	→			Perform a Pickleball Study	→				→			Add High-Demand Comfort Amenities	→				→		
Develop ADA Transition Plan												Determine Next Steps for Larsen Park	Fund Larsen Park (pending next steps determination)	Design & Engineer Larsen Park (pending next steps determination)	→	Bid & Construct Larsen Park (pending next steps determination)	→		
				Evaluate and Improve Pedestrian Safety	→				→				→				→		
Evaluate and Improve Points of Entry to Indoor Facilities	Upgrade Existing Indoor Space	→			→			Evaluate Need for Community Center	→	Expand Water-Based Program Offerings						Provide Additional Indoor Space for Senior Use	→		
Expand or Add New Community Events	Add to Existing and/or Expand Senior Programs			Develop Long-Term Maintenance / Upgrade Plan	→			Evaluate Need for Recreation Center	→										

# Beyond 5 Years

Playground Renovation Priority Group C	
Shelter Renovation Priority Group B	

# Recurring Items

Evaluate Property Acquisitions to Provide Additional Indoor Space	Improve Communication and Promotion of Existing Program and Event Offerings	Expand Program Offerings	

**Legend**

- Facilities
- Parks and Open Space
- Programs and Events



# INFORMATIONAL MEMORANDUM

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**MEETING DATE:** May 2, 2024

**DEPARTMENT:** Parks & Recreation

**SUBJECT:** 2024 Park Playground Equipment Replacement Services

## EXECUTIVE SUMMARY

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To assist with the 2024 playground replacement projects and the playgrounds tentatively scheduled for 2025, the Parks and Recreation Department issued a Request for Qualifications ("RFQ") for a multi-year agreement for general Parks and Playground services. The village received 7 RFQ presentations and on the basis of the evaluations, staff developed a short list of the most qualified firms to provide the services outlined in the RFQ and invited 3 firms for interviews. The Interview process allowed the 3 firms to review their RFQ presentation, inform staff of the process involved with changes to the conceptual design plan presented in the RFQs, provided information on their internal grant opportunities and discussed cooperative purchasing programs that they are a part of to offer additional discounts.

The department is identifying a new approach to selecting a firm to assist with planning, improving, and creativity for our parks. The intent for the approved firm is to assist the staff with the following services:

- Playground equipment replacements;
- Park and Playground Equipment Planning with Improvement Recommendations;
- Equipment Design;
- Construction/Installation Services (including removal and disposal of replaced equipment);
- Grant assistance and general assistance with project budgeting for future fiscal years.

It was determined by staff from the RFQ process that NuToys Leisure Products, Inc (NuToys) provides the best overall services and turnkey operation to assist the Village's Parks and Recreation Department. NuToys provided an extensive list of communities in the surrounding counties that illustrates their products and services. The interview process allowed staff firsthand to learn of their approach to the RFQ and learn the idea behind their conceptual plans...to bring a new look with updated equipment that meets an all-inclusive approach for the community. Their conceptual plans align within budget and references were highly encouraging. NuToys facilitated the Playground Equipment Replacement at Ford School Park in 2018, Village staff were pleased with their services with the replacement project.

The Village Board Approved the selection of NuToys, as an exclusive local representative for Landscape Structures, to perform professional services related to parks and playground services. Nu Toys has provided draft concepts for staff and the Parks and Recreation Board's consideration.

Staff is seeking input from the Parks and Recreation Board at the May 2 meeting on the concept plans to update equipment at Jaycee and Celebration Parks. The intent is to establish 2 designs for each park to showcase for community input.



Staff has met with our NuToys representative and have established a working timeline to produce a final playground design concept to present to the Village Board for approval.

**FINANCIAL IMPACT**

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None

**ATTACHMENTS**

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1. Parks Playground Equipment Replacement Schedule
2. Tentative 2024 Replacement Time Line

**RECOMMENDED MOTION**

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Staff is requesting the June 6 Parks and Recreation Board meeting to be held at Celebration Park. Intent is to gather residents for Input and Feedback on the recommended designs.

<b>Playground Equipment</b>	<b>Installed</b>	<b>Recommemeded Replacement</b>	<b>Budget</b>
Jaycee Park		2024	General
Celebration	2004	2024	SSA 2
Barbara Key	2002	2024	General
Avalon		2024	SSA 2
Natures View	2005	2025	SSA 2
Rolling Hills	2005	2026	SSA 2
Stoneybrook Park	2007	2027	SSA/ 4A/4B
Cattail	2008	2028	General
Stoneybrook (Burke)	2016	2036	SSA/4A/4B
Leroy Guy	2017	2037	SSA 5
Normandy	2017	2037	SSA 6
Ryder	2018	2038	General
Ken Carpenter	2018	2038	SSA 3
Sunset	2018	2038	SSA 2
LaBuy	2019	2039	General
Echo	2020	2040	SSA 3
Horner	2020	2040	General
Edward W Hynes	2020	2040	SSA 2
Taylor Skate Park	2020	2040	General
Sunset Skate Park North	2021	2041	SSA 2
Sunset Skate Park South	2021	2041	SSA 2
Ford School	2021	2041	General
Lynn Dillow	2023	2043	General



## **2024 General Parks and Playground Services Tentative Playground Equipment Replacement Timeline**

- |                         |   |
|-------------------------|---|
| <b>April 25, 2024</b>   | <b>NuToys Approved to assist with General Parks and Playground services</b>   |
| <b>May 2, 2024</b>      | <b>Concept Plans presented to P&amp;R Board for consideration and Input</b>   |
| <b>May 6</b>            | <b>Staff works with NuToys on recommendations from Parks and Recreation Board Meeting for changes to conceptual plans</b> |
| <b>May 13</b>           | <b>Nu Toys provides updated concept plans for community Input</b>   |
| <b>June 6</b>           | <b>Community Input on preferred designed</b>  |
| <b>June 13</b>          | <b>Adjustments and contracts provided for staff reviews</b>   |
| <b>July/August</b>      | <b>Present to Village Board for approval</b>  |
| <b>August/September</b> | <b>Prepare concepts and estimated costs for 2025 Parks Playground Replacements at Avalon and Nature's view</b>            |



# Director's Report

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**MEETING DATE:** May 2, 2024

**DEPARTMENT:** Parks & Recreation

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## **Lake in the Hills Elementary Community Night**

Recreation staff participated at School District 300 community night held at Lake in the Hills Elementary on Tuesday, April 30. Rec2U Van made a visit along with the staff to share upcoming summer program and events for the community.

## **Boat and Fishing permits:**

Customer Service and Recreation updated Community Pass Software to assist with the renewal process for the 2024/2025 Boat and Fishing season. Staff reorganized the listing of permits to assist customer service. Also, signage to include a QR code for a Daily Permit to access the lake for fishing and boating will be added to Nockels and Turtle Island Parks. The QR code is an opportunity for the P&R staff to track daily usages as well as to assist patrons for their daily usages versus purchasing at the Police Department or Village Hall. The goal for staff is have more options available online for the 2025/2026 season.

## **Seasonal Part-time Staffing update:**

Summer staff for summer camp and the beach have been hired and training starts the week of May 13. Beach opens Memorial Day weekend and will operate Monday – Sunday 11:00 am – 7:30 pm. Summer camp begins May 28

## **Public Properties update:**

- Baxter and Woodman – Created a project outline that includes costs for the Barbara Key dredging project, which will transform the front pond area into a fishing and recreational destination for residents. The Village Board approved and allocated funds in the FY24 budget of \$472,000.00.
- Evans and Sons has started the replacement of two basketball courts, one located at Ken Carpenter Park and the other at Lynn Dillow.
- Nockles Park - Hain House Pier Replacement Project. Cube Dock will replace two piers that have reached the end of their usable life. Staff is looking at options of a new location on the park site.
- Pickleball court at Sunset Park added a back fence to assist with keeping the ball from leaving the playing surface. Great recommendation from the P&R Board and the community.



## **Affiliate & Sports Field Rentals:**

**Soccer: Goal soccer** has started their spring season. Season opening weekend for games started Saturday, April 20 and last weekend of games will be Saturday, June 8. No games Memorial Day weekend. Game times at Sunset Park upper fields will be between 9:00 am - 2 :00 pm. Sundays will be used if rained out on Saturday. Recreational Leagues will consist of Age groups of U6, U8, U10 and U12

**Cricket:** Century Cricket League will begin play the weekend of April 27 & 28. United Cricket Club will begin play the weekend of May 4 & 5. Both affiliates will utilize the Sunset Pitch on weekends between the hours of 9:00 am – 8:00 pm. New this season, will be an extension of cricket play through October 2024, weather permitting.

**Baseball/Softball:** LITHYAA have finalized their teams for recreational play. Games and practices will be played at Sunset Park, Ryder Park, Plote and Leroy Guy Park. LITHYAA to assist with registration will be participating with Crystal Lake Youth Baseball to assist with games and older ages team alignments.

YAA has worked with Huntley Little League (HLL) and the Parks and Recreation department on providing a field for HLL. YAA has the facility agreement for the fields at Sunset Park, and with the upcoming season not utilizing Field 6 at Sunset Park, YAA was able to assist HLL and the Huntley Park District by providing field 6 for their use. Parks and Recreation has entered into a rental permit agreement with the HLL and charges them according to the facility use policy for 2024.

**Northern Illinois Men's Baseball League:** NIMBL has started their league play again Plote field this season. Weather permitting, games will begin Middle of April and run through September. League Play will be on Friday and Saturday Nights, and Sunday mornings – early afternoon.

## **Recreation Update:**

### **Upcoming Events:**

May 1 Summer Program and Event Guide available and Resident registration opens

May 14 Breakfast Bingo, 10:00 – 11:30 am

May 24 Preschool Academy Graduation and Concert

May 13 – 24 Summer Camp and Beach staff orientation and training

May 25 Beaches open for the summer

May 28 Summer Camp begins

The Seasonal Program and Event Guide can be found at [RECREATION.LITH.ORG](http://RECREATION.LITH.ORG).

### **Q1 Program statistic summary:**

Area	YTD Q1 Total Revenue	YTD Q1 Total Expenses	YTD Q1 Net Revenue	Last Year YTD Total Net Revenue	Total Budgeted Net Revenue for this year	YTD Q1 Margin %	YTD Q1 Cost Recovery %	Total Participants
Adults	\$ 166.00	\$ 101.97	\$ 64.03	\$ (20.00)	\$ 4,783.00	39%	163%	6
BTB	\$ 22,734.00	\$ 13,489.00	\$ 9,245.00	\$ 10,935.00	\$ 12,940.00	41%	169%	55
Camp					\$ 86,740.00			
Early	\$ 3,150.00	\$ 1,660.62	\$ 1,489.38	\$ 593.00	\$ 12,818.00	47%	190%	93
Preschool	\$ 30,023.00	\$ 25,738.00	\$ 4,285.00	\$ 15,274.00	\$ 24,014.00	14%	117%	66
Seniors	\$ 3,156.00	\$ 2,481.48	\$ 674.52	\$ 1,420.00	\$ 7,375.00	21%	127%	351
Special Events	\$ 6,505.00	\$ 3,458.33	\$ 3,046.67	\$ 2,800.00	\$ 2,489.00	47%	188%	928
Teen					\$ 590.00			
Youth	\$ 272.50	\$ 197.35	\$ 75.15	\$ 5,569.00	\$ 4,951.00	28%	138%	6
<b>YTD Total - end of</b>	<b>\$ 66,006.50</b>	<b>\$ 47,126.75</b>	<b>\$ 18,879.75</b>	<b>\$ 36,571.00</b>	<b>\$ 156,700.00</b>	<b>29%</b>	<b>140%</b>	<b>1505</b>

Preschool and BTB revenue does not include March 2024 payments.  
 Youth programs included break camps. In 2023, winter and spring break camps ran. The break camps did not run this year due to low enrollment.

**Q1 Program registration statistics:**

	Q1					Yr Total						YTD
	2020	2021	2022	2023	2024	2019	2020	2021	2022	2023	2024	
General Programs	337	555	714	870	1384	4410	1052	3556	3756	3580	1384	
Camp						321	319	641	825	736		
BTB	63		52	57	55	65	63	70	140	213	55	
Preschool	47	32	61	72	66	122	138	172	203	280	66	
<b>Total</b>	<b>447</b>	<b>587</b>	<b>827</b>	<b>999</b>	<b>1505</b>	<b>4918</b>	<b>1572</b>	<b>4439</b>	<b>4924</b>	<b>4809</b>	<b>1505</b>	

Participation numbers are higher this year due to the Bunny Trail event being held in March. In 2023, the event was held in April.

**Beyond the Bell Recap:**

Beyond the Bell has 46 participants who attend regularly and 11 who are flex day participants. BTB is spending more time outdoors when the weather permits and playing more creative gym games.



**Beyond the Bell Recap:**



**FuntastiCamp update:**

Camp applicant interviews are completed, and the onboarding process has begun. The FuntastiCamp activity calendar is complete and posted on the camp web page. Parents can view it to select the best week or weeks for their camper.

**FUNTASti CAMP**  
VILLAGE OF LAKE IN THE HILLS

**MAY & JUNE - CAMP ACTIVITY SCHEDULE**

Camp Cell Phone: (847) 815-9468  
Camp phones are only answered during camp hours: Mon- Fri 7:00am-6pm

	Mon, May 27	Tue, May 28	Wed, May 29	Thur, May 30	Fri, May 31
<b>Field Trip Days:</b> Camp shirt on field trip days (marked with this symbol)	No Camp	First day of Summer Camp!	Fun Filled Day at Sunset Park & Splash Pad Depart: 11:00 AM Return: 2:00 PM	Woodstock Water Works Depart: 9:00 am Return: 1:00 pm	Crafts & Activities at Village Hall Camp Bracelets & Pool Noodle Shaving Cream Tower
<b>Swimming or Water Days:</b> Swimsuit, Towel, (marked with this symbol)			Water Play Day On Camper Made Water Slides	Tree Housecraft, Tent Building & Outdoor Games!	
<b>Bring a disposable lunch on days marked with this symbol:</b>					
	Mon, June 3	Tue, June 4	Wed, June 5	Thur, June 6	Fri, June 7
<b>SCIENCE WEEK</b>	Rocket Ship Fun & Kite Flying	Woodstock Water Works Depart: 9:00 am Return: 1:00 pm	Groups Games, Fizzy Moon & Toilet Paper Tube Alien	Museum of Science and Industry Field Trip Depart: 9:00 am Return: 3:00 pm	Larsen Park Park Visit Charades, Scavenger Hunt & Sports Games
	Toilet Paper Roll Aliens & Egg Drop Challenge	Water Play & Sports Fun	Space Astronaut & Galaxy Slime		
	Create a Kaleidoscope & Balloon Car		Egg Drop Challenge & Outdoor Activities		
	Mon, June 10	Tue, June 11	Wed, June 12	Thur, June 13	Fri, June 14
<b>SPORTS WEEK</b>	Would You Rather & Paper Plates Tennis & Frisbee Fun	Woodstock Water Works Depart: 9:00 am Return: 1:00 pm	Kane County Cougars Field Trip Depart: 9:30 am Return: 3:00 pm	Woodstock Water Works Depart: 9:00 am Return: 1:00 pm	Sunset Park Visit Depart: 10 am Return: 2:30 pm
<b>ALWAYS WEAR ATHLETIC SHOES</b>	This Or That Sports Edition & Foam Finger	Water Play Day		Water Play & Sports Fun	Simon Says, Obstacle Course & Tag of War
	Would You Rather & Sports BINGO & Football Fun				

Camp activities subject to changes without notice due to inclement weather or trip availability. Registration Notes: Registration for camp must be received on the Thursday prior to the start of the upcoming camp session by going online to [www.lith.org](http://www.lith.org)

Current FuntastiCamp registration:

		5 Day	4 Day	3 Day	2 Day	Total
WK 1	28-May	0	6	5	1	12
WK 2	3-Jun	7	5	5	4	21
WK 3	10-Jun	3	4	6	0	13
WK 4	17-Jun	7	4	6	3	20
WK 5	24-Jun	6	6	4	1	17
WK 6	1-Jul	0	2	6	4	12
WK 7	8-Jul	7	2	4	2	15
WK 8	15-Jul	5	6	4	1	16
WK 9	22-Jul	7	4	1	0	12
WK 10	29-Jul	4	0	3	1	8
WK11	5-Aug	7	2	1	2	12

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### April Program and Event Recaps:

Park Clean-Up: Five families participated in this year's event cleaning up Barbara Key Park and Larson Park.

MCCD Earth Day Celebration: Recreation staff participated in the event providing earth day activities for attendees.



### Tiny Chef with the AAPLD:

Staff partnered with the Algonquin Public Library to teach a No Bake Cooking Class. Fourteen children participated with their caregivers.





April Senior Trips:

Schmaltz Deli on April 10

Wollershim Winery on April 25

Dancing Horses on April 4



Senior Bingo April Host – The Heathers

Senior Drop-In Participation:

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
Crafters	65	50	40										
Bingo	x	18	18										
Cards	<u>39</u>	<u>41</u>	<u>30</u>										
	<b>104</b>	<b>109</b>	<b>98</b>										
2023													1295
2022													648
2021													386

**Preschool Academy Recap:**

The Preschool Academy currently has 70 students enrolled in the 2023/2024 Winter Session. Preschool staff and students have had a very busy April. On April 9<sup>th</sup> the Spanish Enriched 3's class went on a field trip to visit Village Hall to sing Spring songs to staff.



On April 15 & 16 the McHenry County Department of Health visited each classroom to administer vision and hearing testing for the students.

On April 17<sup>th</sup> the 3-day 3's class went on a field trip to visit our friends at The Residences.



On April 17<sup>th</sup> the Algonquin Police Department and Lake in the Hills Police Department came to visit our classes at the Annex.

