



PUBLIC MEETING NOTICE AND AGENDA
PARKS AND RECREATION BOARD MEETING

September 5, 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 August 1, 2024 Parks & Recreation Board Meeting Minutes
5. Old Business
6. New Business
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:



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

PARKS AND RECREATION BOARD MEETING MINUTES

August 1, 2024

Call to Order

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

Also present were Director of Parks and Recreation Randy Splitt, Superintendent of Parks and Recreation Kim Buscemi, Superintendent of Public Properties Scott Parchutz, Trustee Bob Huckins, and Recording Secretary Dana Popovich.

Audience Participation

None

Approval of Meeting Minutes

Motion to accept the Parks and Recreation Board meeting minutes of June 6, 2024 was made by Vice-Chairman Andrea, and seconded by Member Cairns. Motion was approved by a voice vote of 5-0.

Old Business

None

New Business

A. People for Parks Foundation

Director of Parks and Recreation Randy Splitt introduced People for Parks Foundation President Bob Huckins.

Trustee Huckins gave an overview of what the People for Parks Foundation is about. He discussed the different fundraisers they do and was pleased to announce that they were able to provide scholarships for Preschool, Day Camps, and Funtastic Camp.

B. Communication Specialist Presentation

Superintendent of Parks and Recreation Kim Buscemi introduced Communication Specialist Courtney Baker to the Parks and Recreation Board. Superintendent Buscemi said that Courtney has brought a fresh perspective and a dynamic approach to our departments marketing efforts. She has done a lot of great things for the Recreation Department, as well as the Village.

Communication Specialist Courtney Baker gave a brief history of her work experience and shared some of the new marketing initiatives that she has implemented.

Director's Reports

Director Splitt reviewed beach activity and said staff provides feedback daily on attendance at both beaches, non-residents turned away, and weather updates.

Director Splitt gave an update to the Parks Master Plan project. He said that Hitchcock Design Group (HDG) is currently working on inputting staff's feedback and final layout of the booklet. Staff is expecting HDG'S final presentation to be ready Mid-August. Staff feels the feedback provided is a solid foundation for the next 5 years.



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August 1, 2024

Director Splitt said that Celebration Park is scheduled for installation in October 2024. Jaycee Park equipment replacement is being reviewed for additional options.

Superintendent Buscemi was happy to report that Preschool Summer Camp participation has exploded this summer. Class offerings doubled from last summer.

Superintendent Buscemi discussed the new Fall Program Event Guide highlighting new events that include Good Neighbor Day, Family Pumpkin Carving, Tween Zombie Candy Hunt, Princess Ball, and seven specially themed No School Fun Days.

Superintendent Parchutz said all projects for 2024 are complete and are now talking about 2025.

Village Trustee Liaison Report

None

Member Reports

None

Adjournment

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

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

Submitted by

Dana Popovich

Dana Popovich

Recording Secretary



Director's Report

MEETING DATE: September 5, 2024

DEPARTMENT: Parks & Recreation

Village Beach Operations Report - 2024

Overview: In March 2023, the Village Board reviewed a proposed update to Chapter 8 of the Municipal Code regarding Parks, Lakes, and Beaches. The primary focus was the operation of Indian Trail Beach (ITB) following resident concerns. The Board provided guidance to hire beach attendants, lock gates, and control access, while also restricting boating and fishing during the beach season (Memorial Day to Labor Day). The 2024 beach season mirrored the 2023 operations.

This report outlines the operations, challenges, and recommendations for the beach season, aiming to enhance resident satisfaction and ensure safety in the coming years.

1. Overall Operations

2024 Approach: The beach season began with routine preparations, including renewing swimming facility licenses, scheduling inspections, and preparing the beaches. Both Indian Trail Beach (ITB) and Butch Hagele Beach opened on May 25, 2024. ITB was staffed to handle checklists, grounds maintenance, and residency checks.

June 6 was our (Illinois Risk Management Associations) IRMA inspections. Overall, the inspections went well for both beaches. Both beaches are operating to standards and following State Guidelines. Recommendations to additional safety essentials at Butch Hagele with parking, tree coverage and providing similar staffing consistency as ITB

Hours of Operation: Beaches operated from 11:00 am to 7:30 pm, adjusted based on 2023 attendance. Staff arrived at 10:30 am for pre-opening tasks. The police assisted with gate operations at Butch Hagele Beach, which followed the same schedule as ITB.

Challenges:

- **Early Warm Weather:** Favorable weather in early May led to increased lake usage before the official opening, causing the ITB gate to be closed on warmer days before inspection approval.
- **Parking Issues:** Both beaches faced parking challenges, with Butch Hagele experiencing overflow onto the road, creating safety concerns. ITB had limited parking during event or rental days.
- **Residency Proof:** Checking for residency caused issues with patrons unaware of the requirement. Some non-residents were turned away, leading to dissatisfaction.

Total of 692 nonresidents turned away at ITB

- **Butch Hagele:** Staff safety and inconsistency with similar operations at ITB

Positive Feedback: Residents appreciated the beach coverage, although some non-beachgoers expressed concerns of beach hours for the park.

2025 Recommendations:

- Align timelines with external agencies for opening day. (MCDPH/IDPH)
- Post preseason signage explaining opening day procedures.
- Maintain operations based on previous year's attendance data.
- Enhance staff presence and safety at both beaches.
- Review and update maintenance checklists for beach attendants.
- Ensure consistent staff coverage at Butch Hagele or discussions on best operations for BH Beach as either a beach or park.
- Introduce technology for residency verification and implement a non-resident fee.

2. Police Presence / Calls for Service

2024 Summary: Collaboration between the Parks and Recreation Department and the Police Department ensured a coordinated approach to beach operations. Daily patrols and an increased police presence were established, with officers assisting in safety training for beach attendants.

Challenges: Enforcement of beach rules and village ordinances was challenging, requiring police intervention in some cases. Providing Customer service of resident expectations with beach and lake operations.

2025 Recommendations:

- Continue strong communication between the Police and Parks and Recreation Departments.
- Hire lead staff for busier days to assist with enforcement.
- Maintain staff presence for opening/closing procedures and ensure safety.
- Continue to work with police on safety items and lake usage

3. Staffing

2024 Summary: Eight seasonal employees were hired, with shifts covering 9 hours per day and additional weekend coverage. The When I Work software was used for scheduling and communication. Preseason training included safety protocols and daily operational procedures.

Challenges:

- **Holiday Weekends & End-of-Season:** Staffing during peak periods and as employees left for school posed scheduling challenges.
- **Adult Supervision:** Ensuring adequate adult staff during challenging situations was difficult.

- **Increased Hiring Requirements:** The increase in staff required more background checks and drug screenings.

2025 Recommendations:

- Align beach attendant wages with day camp staff for flexibility.
- Continue hiring 8 to 10 staff members to account for additional coverage and absences.
- Adjust beach season based on school start dates.
- Provide necessary equipment for staff success.
- Hire lead staff for enforcement during busier days.

Average Daily attendance:

Times:	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	Turned away
Indian Trail:	10	19	25	28	31	28	26	20	10	8
Butch Hagele:	1	3	4	5	6	6	6	5	3	NA

Parks Master Plan:

Hitchcock Design Group is currently working on inputting staff’s feedback and final layout of the booklet. Staff is expecting HDG final presentation ready for October. Staff feels the feedback provided is a solid foundation for next 5 years. This is an update to the August meeting where staff informed the board mid-August vs October.

Playgrounds:

Celebration Park equipment is scheduled to arrive the week of October 14 for installation. On September 3, NuToys and Staff visited Jaycee Park as well as the 2025 playground locations scheduled for replacement. Revised concepts plan for Jaycee Park are being drafted keeping consistent with a theme of sports/interactive setting for older children/teens

Affiliate groups:

Jr Eagles Football has 167 participants for the fall. Flag Program begins games the weekend of August 17 and 18 and the Tackle Program begins the weekend of August 31 and September 1. Practices for flag are held Monday- Friday at the Sunset Field and Tackle practices at the Lincoln Prairie school grounds.

Goal soccer Completed their spring season in early June and had 150 participants for their spring program. Fall season will begin games September 7 with similar numbers for the fall.

LITHYAA had 209 House League players and 120 Competitive Players in their spring/summer program. House program finished up their spring season in June while the competitive teams are finishing up their summer and holding tryouts for the 2025 season. Fall registration is underway for fall 2025.

Upcoming Events:

September 12	Rec2Night at LITH Elementary	
September 17	Storytime with Huntley Library	Splashpad Gazebo
September 18	Family Hike with McHenry Conservation District	Barbara Key Park
September 25	Library at the Park with Algonquin Library	Barbara Key Park
September 27	Rec2Night at The Villas	
September 28	Good Neighbor Day	

The Seasonal Program and Event Guide can be found at recreation.lith.org

New Fall Programs and Events:

Princess Ball
Tween Zombie Candy Hunt
Family Pumpkin Carving
No School Fun Days
Armchair Traveler
Walkabout Club
Family Trips
Glitzy Girls
Ready, Set, Play! Caregiver and Tot

Outreach Events: The recreation staff participated in the following community events in August.

National Night Out
LITH Elementary School Supply Drop-off
Lincoln Prairie School Supply Drop-off
Algonquin Library End of Summer Reading Event
Algonquin Township Touch a Truck



Rec2Night: The initiative for these events is to bring recreation to communities in Lake in the Hills that are considered lower income communities. Our goal is to provide welcoming events for the neighborhood to enjoy while providing opportunity to engage with neighbors and learn more about their community resources. We have several organizations that have committed to assisting with the events by leading activities and/or sharing resources the organization provides to the residents.

This year staff is working with the Lake in the Hills Elementary School staff to provide this event on school property. The date is set for Thursday, September 12, 5:00 – 7:00 pm. For a second year in a row, The Villas Apartments staff is allowing us to host the event on their property. The date is set for Friday, September 27, 5:00 – 6:30pm.

Beyond the Bell at Lincoln Prairie Elementary School: The program is fully staffed with three returning staff and four new staff. The program currently has 36 participants, which is comparable to last year at this time.

Preschool Academy: The 2024/25 school year begins September 3. Currently, sixty students are enrolled. All 3-year-old classes are filled.

New Ready, Set, Play! Caregiver and Tot program is being offered on Fridays as an alternative for 2 ½ year old. This program offers a fun introductory experience to a preschool setting.

August Special Events Recap:

Yappy Hour at the Bark Park was an evening of music, mocktails, and fun for 38 humans and their pups. Music was sponsored by PetSuites and the mocktails were sponsored by The Other Side Sober Bar of Crystal Lake.



The Lake in the Hills Fishing Tournament in memory of Connor Kincaid was a success with 75 participants.



Back to School Movie Night was held in conjunction with the Algonquin Area Public Library. Over 100 people attended.