

Section II  
Past, Present and Future – The Planning Context

## **II. Past, Present and Future – The Planning Context**

### **A. Parks & Recreation Department Mission Statement**

The Mission of the Parks & Recreation Department is to efficiently and economically provide quality recreation programs, facilities and open space which are designed to enhance the leisure time experience of the members in the community.

### **B. Purpose of the Plan**

The purpose of the plan is to provide guidance tool for staff and Parks & Recreation Board and Village Board for future development of programs, events, classes and for expansion of facilities and staff in order to accommodate these future opportunities. The plan identifies those areas that current participants see a need for improvement and expansion. Continuing to listen and reacting to our participants and residents suggestions is essential for the improvement of the Department.

### **C. History of Department**

The Parks & Recreation Board was formed by the appointment of seven members by the Village President and Trustees on June 16, 1996. With the inception of the Board, a small number of classes were offered to the residents. The first Director of Parks & Recreation Department was hired in August 1996. The Director formalized programs and developed partnerships to offer a variety of experiences to the residents. A Superintendent of Recreation was hired in February 1998 and trip, special events and programs were added to the offerings. In 1999 a full time secretary was hired to manage the registrations, participant communication and facility rentals. In 2000 the first Recreation Supervisor joined the team to specifically develop a day camp program and expand the programs that were currently offered. In 2006, a part-time Secretary was hired to assist with the influx of classes, registrations, and customer service within the Department.

## **D. Department Overview**

The current Recreation Division is made up of a Director of Parks & Recreation, Superintendent of Recreation, Recreation Supervisor, Administrative Assistant and a Part-time Secretary. The Parks Division is made up of a Superintendent of Public Properties and four staff assigned to the Parks Division. Additionally, under the Recreation umbrella there is a year round part-time preschool instructor, bus driver, 14 seasonal day camp counselors, 15 seasonal beach front staff and various contractual instructors. The thrust of the Department has been providing programs for 0-5 year old with and without a parents and providing quality special events that include youth, adults and families. The athletic offerings are limited to parent/tot sports programs that the Department offers. The recreation leagues for youth baseball, softball, soccer and football are provided by volunteer affiliate organizations within the community. The Day Camp program has grown significantly in the past five years with over 447 currently attending. This is an increase of 470% over the 2002 participation of 95 children. The beach front operation has held steady with influx in users based mainly on the weather and competition in surrounding communities. Swim lessons and family events have sustained the attendance and interest to recreating in the lake. The amount of trips and senior offerings has increased as well as teen programs. The special events include the Run thru the Hills 5K/10K family run with over 550 participants, the Splish, Splash 5K Dash swim race with 250 attendees and various Village wide seasonal events including the Festival of Trees and Easter Egg Hunt. The Department has been active in partnering with Algonquin Recreation Department and Dundee Township Park District in developing additional programs that all communities can benefit from.

Currently, 90% of our programs are developed by contractual services. Those partners have included Focus Martial Arts, Debbie Nowatniks' youth dance program, Promising Picasso's, Kindermusik, Mad Science, Handmade on Main and Kid Rock. By allowing the contractors to absorb the insurance, training fees, and facility costs, we are able to compete with area programs and keep the

fees to a minimum. The current cost recovery mark for most contractual programs is between 15% - 20%.

#### **E. Related planning efforts and Integration**

While a Parks Master Plan is a common tool and guide to develop future land acquisitions and park development. A Recreation Master Plan is generally a new tool that would guide staff towards the development of programs, expansion of facilities for these programs and opportunities identified for future programming. The information in this document joins together input from residents, instructors, Parks & Recreation Board members and staff. Utilizing the Parks Master Plan to determine future recreation programs through expanded facilities is also useful to the accumulation of this document. Additionally, a look at past Department performance in attendance and class offerings offers a visual picture.

#### **F. Methodology of this Planning Process**

Initially, an overview was presented to the Parks & Recreation Board that highlighted the Parks & Recreation Department achievements over the duration of the department. This overview included future offerings that staff and board recognized as potential expansion for the department, history of program offerings, attendance and comparison through the ten years of existence. Next a survey was developed, approved by the Parks & Recreation Board and distributed to participants in winter 2006 sessions. Additionally, the affiliate organizations were requested to provide their input into future needs with relationships to facilities and amenities for their specific sport areas. Survey results and analysis will be discussed at the July 2006 Parks & Recreation Board Planning meeting.

#### **G. Timeline for completing the plan**

**November 2005** – Overview presentation of the Department to date

**March 2006** – Surveys distributed and returned

**July 2006** – Survey overview and examination is presented to the Parks & Recreation Board

**August 2006** – Recommendation and Action Plans for the future

**September 2006** – Recommendation for staff expansion into FY07 budget

**December 2006** – Completed Recreation Master Plan presented to Parks & Recreation Board

**January/February 2007** – Approval from the Village Board