

CHAPTER 8
PARKS, LAKES AND BEACHES

8.01	Definitions
8.02	Operating Policy
8.03	Use of Parks, Lakes and Beaches
8.04	Protection of Parks, Lakes and Beaches
8.05	Beaches and Swimming
8.06	Fishing
8.07	Boats
8.08	Alcoholic Beverages
8.09	Bark Park
8.10	Skate Park Facilities
8.11	Hard Surface Courts
8.12	Vehicles
8.13	Facility Use Permit
8.14	Special Event Permit <i>Repleaded by Ordinance #2024-16</i>
8.15	Penalties
8.16	Parks and Recreation Board

8.01 DEFINITIONS

Terms used in this Chapter 8 are defined as follows:

Beaches: Indian Trail Beach and Butch Hagele Beach

Boat: All watercraft, including but not limited to kayaks, canoes, stand up paddle boards, and sail boats.

Hard Surface Courts: Hard surface courts will be defined as tennis courts, tennis practice, courts, pickle ball courts, cricket court, and basketball courts.

Non-Highway Vehicles: A Non-Highway Vehicle means a motor vehicle not specifically designed to be used on a public highway, including:

- An all-terrain vehicle (ATV), as defined by 625 ILCS 5/1-101.8;
- A golf cart, as defined by Section 625 ILCS 5/1-123.9;
- A recreational off-highway vehicle, as defined by Section 625 ILCS 5/1-168.8, including, but not limited to, utility task vehicles or utility terrain vehicles (UTV) and side-by-sides;
- An off-highway motorcycle, as defined by section 625 ILCS 5/1-153.1, including, but not limited to, electric and gas

dirt bikes;

- A minibike, defined as a small, two-wheeled motorized vehicle, typically used for off-highway recreation; and
- A snowmobile, defined as a self-propelled device designed for travel on snow or ice or natural terrain steered by skis or runners, and supported in part by skis, belts, or cleats.

Lakes: Woods Creek Lake, Goose Lake (Lake 2), Willow Lake (Lake 3), Lake Scott (Lake 4), Larsen Pond, Turtle Pond and Fen Lake at Barbara Key Park.

Park: All recreational areas owned or operated by the Village including but not limited to: Avalon Park, Barbara Key Park, Bark Park, Celebration Park, Cheswick Place Park, Dome Hill, Echo Park, Echo Hill Park, Ford School Park, Butch Hagele Beach, Hipskind Park, Horner Park, Edward William Hynes Park, Indian Trail Beach, Jaycee Park, Ken Carpenter Park, Kennedy Triangle, La Buy Park, Larsen Park, Leroy Guy Park, Linda K. Fischer Park, Lynn Dillow Park, Nature's View Park, Nockels Park, Normandy Park, Plote Field, Richard Taylor Soccer Field, Rolling Hills Park, Ryder Park, Stoneybrook Park, Sunset Park and Turtle Island Park, and excluding Goose Lake (Lake 2), Willow Lake (Lake 3) and Lake Scott (Lake 4).

Rental Facilities: Park facilities, including gazebos or shelters, the La Bahn-Hain House, or designated public areas at Village Hall.

Service Dog: Any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The work or tasks performed by a service dog must be directly related to the individual's disability. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition.

Special Event: Any event or congregation of residents within the Village, including but not limited to outdoor exhibitions, races, carnivals, fairs, circuses, parades, shows, musical performances, speeches, rallies, plays, or motion pictures, held on Village owned property, except those authorized by a Facility Use Permit issued pursuant this Section.

Special Event Review Committee: Village Administrator, Chief of Police, Director of Parks and Recreation, Director of Community and Economic Development, Director of Public Works and the Fire

Chief of the Fire Protection District with jurisdiction over the Special Event or their designee.

8.02 OPERATING POLICY

A. HOURS: Village Parks shall be open daily to the public during the hours from dawn to dusk, with the exception of night ice skating between November 1 and March 31 of each following year, and fishing throughout the year at the following park sites: Larsen Park, Nockels Park, Horner Park, Turtle Island, Echo Hill, Barbara Key Park and La Buy Park. Plote Field will be open from dawn to 11 p.m. when said use is in compliance with rules of use for said ballfield as may be approved and published by the Director of Parks and Recreation from time to time. The Bark Park operating hours shall be from dawn to 9 p.m. 365 days per year when said use is in compliance with the rules of use.

It shall be unlawful for any person other than Village personnel conducting Village business therein to occupy or be present in the park during any hours in which the park is not open to the public, except as approved by the Director of Parks and Recreation upon application for a Facility Use Permit, provided for in Section 8.13 herein or a Special Event Permit, provided for in Chapter 20.

B. CLOSING PARKS: Any section or part of a park may be closed to the public by the Village President or the Director of Parks and Recreation at any time and for any interval of time, either temporarily or at regular or stated intervals.

8.03 USE OF PARKS, LAKES AND BEACHES

A. REGULATED: Village staff shall have the authority to regulate activities in Parks, Lakes and Beaches whenever necessary to prevent congestion and to secure the maximum use for the comfort and convenience of all visitors. All users of the Parks, Lakes and Beaches shall comply with any directions given to achieve this end. No person shall use any Park, Lake, or Beach in the Village for other than the designated purposes or in any manner which interferes with or inhibits the use of the facility by the public.

B. NON-EXCLUSIVE USE: No person, group, association or organization shall use any portion of a park or picnic area or any of the buildings or structures within a park for the purpose of holding an event to the exclusion of other persons, nor shall any person use such area and facilities for an unreasonable length of time if the facilities are crowded, unless a Facility Use Permit or Special Event Permit is granted and only to the extent and for the duration granted.

8.04 PROTECTION OF PARKS, LAKES AND BEACHES

A. DAMAGE TO PROPERTY: No person shall mark, deface, injure, destroy, damage, tamper with, or remove any park, lake or beach property, facilities or equipment, whatsoever, either real or personal.

B. SANITATION: No person shall throw, pour or in any other manner, discharge any substance or chemicals, whether liquid or solid, upon the water, grounds or property of a park, lake or beach which may be injurious to persons, animals or park property.

C. REFUSE: No person shall bring in, have brought in, or put into any park, lake or beach, any rubbish, refuse, garbage or other such material. Any refuse and rubbish generated from use of any park shall be deposited in receptacles provided in the park. Where no such receptacles are provided, all such rubbish or waste shall be carried away from the park by the person responsible for its presence and properly disposed of elsewhere.

D. SMOKING AND TOBACCO USE: The smoking of tobacco and the use of smokeless tobacco products is prohibited on or within 15 feet of any sports field, athletic court, skate park, recreation shelter or structure, public beach, disc golf course, splash pad, and dog park within the Village. The Director of Parks and Recreation may waive this provision for a special event or festival for the period of time the special event and/or festival is taking place. The term smoking shall be defined as the use of any type of cigarette, cigar, pipe, or any other smoking equipment, whether filled with tobacco or any type of consumable plant material. The term smokeless tobacco products shall be defined as snuff, chewing tobacco, smokeless pouches and other forms of loose-leaf tobacco.

E. TREES AND VEGETATION: No person shall damage, destroy, remove or climb upon any tree or other vegetation located in any park or recreation area.

F. ANIMALS: No person shall bring any animal, except Service Dogs, into any Village-owned and operated beach, baseball, football, soccer or other recreational field or marked perimeters of playground areas or indoor recreational facilities whether on a leash or being ridden. Animals on leashes will be allowed at all other locations within a park as long as the owner, or handler, has appropriate waste collection equipment and immediately picks up any droppings eliminated by their animal.

G. GOLF: No person shall hit any golf balls in any park at any time.

H. FIRES: No person shall build a fire in any place other than a fireplace or grill affixed to the property by the Village, any portable grill constructed of a suitable fireproof substance, or in any other area designated by the Village. No persons shall leave a picnic area before their fire is completely extinguished.

I. FLOATING PLATFORMS: It shall be unlawful for any person to place or maintain a floating-type platform on any lake within the Village without first securing written permission from the Community Development Department. The Community Development Department shall grant a permit for said platform only if the person seeking said permit can show that the platform will not create an obstruction or hazard to others and will be secured and anchored in a reasonably sound engineering manner.

J. CAMPING: No person shall picnic or camp in a place other than that designated for such purpose in any park.

K. ADVERTISING: No person shall announce, advertise or call to the public's attention in any way, any activity or event, or article or service for sale or hire in any park.

L. EARTHEN DAM, SPILLWAY: Trespassing is prohibited on any earthen dam and spillway properties at all times (except the Barbara Key Park earthen dam).

8.05 BEACHES AND SWIMMING

A. AREAS AND TIMES:

1. Swimming or wading is prohibited in any stream, creek, lake or pond and all other public areas other than Indian Trail Beach and Butch Hagele Beach. Swimming is restricted to the areas designated by buoys. Village sponsored events are exempt from this provision.
2. Access to the beaches is restricted to Village residents and their invited guests accompanied by a member of the resident's household. Swimming from said beaches is during dates and times as approved by the Village Board.
3. Lakefront property owners may swim from their property at their own risk.

B. CHILDREN: Persons less than 16 years of age must be accompanied by a responsible person 16 years of age or older when entering or using any beach area.

C. FISHING PROHIBITED: Fishing is prohibited from the beach areas at all times, with the exception of Village sponsored events.

8.06 FISHING

A. FISHING PERMIT: Every person fishing from the shore or boat, on any lake property, including without limitation the lakes, easements, or rights of way adjoining the lake, within the Village shall have a current Annual Fishing Permit or Daily Fishing Permit.

B. FEES:

1. Fishing Permit fees shall be as approved by the Village Board of Trustees and listed in the Comprehensive Fine and Fee Schedule in this Municipal Code.
2. The Annual Fishing Permit fee shall be due and payable on or after May 1st of each year. Issued permits shall expire on the 30th day of April following the date of issue.
3. The Daily Fishing Permit shall expire at 11:59 p.m. on the day issued.
4. Children under the age of 16 years do not require a Fishing Permit while in the company of a holder of a current Fishing Permit.

C. LOST FISHING PERMIT: Replacement Fishing Permits may be obtained at the Village Hall by filing a lost tag affidavit and paying of a replacement fee.

D. ICE FISHING RESTRICTIONS:

1. The burning of charcoal, wood, or white gas on any lake within the Village shall be prohibited. Only devices fueled with propane shall be used for warming or cooking purposes on any lake.
2. Power augers shall only be used on the lake in accordance with Subsection 43.9-A-7 of this Code.
3. Ice fishing shelters shall be permitted on the lake pursuant to the following regulations:
 - a. Ice fishing shelters shall be commercially manufactured of lightweight materials, excluding wood. Ice fishing shelters shall be portable

and classified as being capable of housing not more than three persons.

- b. Shelters shall not be left unattended upon the lake or adjacent public properties at any time except when a shelter is left on the lake overnight between Friday and Sunday, and only as long as the owner has a valid Fishing Permit and the owner's name and address is visibly affixed on the outside of the shelter.
- c. No person shall commence ice fishing on a section of any lake that has been, or is in the process of being, cleared and/or set up for ice skating purposes.
- d. If an ice fishing shelter is placed upon any lake in violation of any provision of this Section 8.06 and said shelter is unattended, said shelter will be deemed a public nuisance. Said shelter shall be removed from the lake and held by the Police Department, or its designated agent, until after payment of any applicable fees and penalties and until the shelter can be returned to its owner.

E. REVOCATION: Fishing Permits are non-transferable and may be revoked when used by someone living outside of the family. No portion of the fee will be refunded when a Fishing Permit is revoked.

8.07 BOATS

A. BOAT USE PERMIT:

- 1. It shall be unlawful for any resident to operate a boat on any lake within the Village without first obtaining a Boat Use Permit. Boat Use Permits are issued at the Village Hall during regular business hours and the Police Department during non-business hours.
- 2. Two current Boat Use stickers are provided by the Village and must be affixed to the front of each boat, one sticker on the port side and one sticker on the starboard side.

3. All Not for Profit organizations that regularly use the lake for boating shall obtain Boat Use Permits but shall be exempt from the fee requirements.
4. No person shall operate any boat on any Village lake without first agreeing to waive and release the Village from all liability related thereto by signing a release form provided by the Village.

B. FEES:

1. Boat Use Permit fees shall be as approved by the Village Board of Trustees and listed in the Comprehensive Fine and Fee Schedule in this Municipal Code.
2. The Annual Boat Use Permit fee shall be due and payable on or after May 1st of each year. Issued permits shall expire on the 30th day of April following the date of issue.
3. The Daily Boat Use Permit shall expire at 11:59 p.m. on the day issued.

C. MOTORS PROHIBITED: Except as provided in Subsection D of this Section, it shall be unlawful for any person to operate a motorized boat or vehicle on any lake in the Village; provided, however, that this Subsection shall not prohibit the use of an electric trolling motor being used for the purpose of propelling a fishing boat.

D. EMERGENCY BOATS: The Police Department or Fire personnel may operate, or authorize others to operate, any motorized boat for police patrol and emergency services on the lake.

E. STORAGE ON VILLAGE PROPERTY:

1. No boat shall be stored on Village property except if proper authorization has been granted and an annual storage fee has been paid by the registered owner of the boat. Storage fees shall be as approved by the Village Board of Trustees and listed in the Comprehensive Fine and Fee Schedule in this Municipal Code.
2. Failure to display current stickers will deem a boat a public nuisance. Said boat may be removed from the lake and held by the Police Department, or its designated agent, until after payment of any applicable fees and

penalties and until the boat can be returned to its owner.

F. All boats are prohibited from being launched or operated within the designated swimming areas, which are provided in Section 8.05 A.1 of this Chapter.

8.08 ALCOHOLIC BEVERAGES

A. Except as provided in Chapter 33 of this Code, it shall be unlawful for any person to possess or consume any alcoholic liquor in any Parks, Lakes, Beaches or public buildings within the Village.

B. Any licensee as defined herein, person, non-profit organization or club located within the Village, such as a church, order or lodge, veterans' organization, civic organization or other similar organization, may make application to the Local Liquor Commissioner and Clerk for a daily or event permit to possess or consume alcoholic liquor in specified areas of Village parks and rental facilities. Issuance of said permit shall be conditioned on the following:

1. An application shall be submitted for a daily or event liquor permit for use of parks and rental facilities. Applications shall be signed by the applicant and also by a person or persons, who are 21 years of age or older, who will be responsible for overseeing the serving and consumption of beer and/or wine in the permitted area of the park and/or rental facility, and who will be responsible for keeping guests with beer and/or wine out of other areas of the parks and rental facilities, and shall conform to the application and fee requirements in Chapter 33, except as otherwise provided in this Section.
2. Insurance: Such application shall include the following proof of insurance. Such insurance shall be in compliance with Chapter 33, except as otherwise provided herein:
 - a. Applications shall include an insurance certificate certifying that the applicant has in force and effect the insurance coverages required in Chapter 33, and that the Village is an additional insured on all such insurance for the duration of the event for which the Facility Use Permit, and daily or event permit

has been requested.

b. Applicants who are not acting on behalf of an organization or club may request that the Village accept a general liability policy covering the event in lieu of the insurance required under Chapter 33. The Village may accept such alternative coverage where the policy includes social host liquor liability insurance and names the Village as an additional insured for the duration of the event for which the Facility Use Permit and daily or event permit has been requested. The policy shall maintain limits no less than \$1,000,000 per occurrence.

c. Applications shall not be considered if the insurance requirements have not been met.

3. Applications shall indicate the manner in which beer and/or wine will be served, including what methods will be taken to ensure that the beer and/or wine will be contained in the designated area and how ingress and egress will be limited.

C. Sale of Alcoholic Liquor in Village Parks, Lakes, Beaches and Public Buildings: The sale of alcoholic liquor in Village Parks, Lakes, Beaches and public buildings shall only be allowed by daily or event permit in accordance with Chapter 33 of this Code. Nothing contained in this Section shall be deemed to affect in any way the provisions of Chapter 33 of this Code or any other ordinance regulating the use of the Village parks and rental facilities.

8.09 BARK PARK

No person shall use any portion of the Bark Park grounds unless they have paid for a current membership to the park. Bark Park members are required to have available the membership ID provided by the Village at all times while visiting the park. Village sponsored events are exempt from this provision.

8.10 SKATE PARK FACILITIES

A. REGULATIONS:

1. Skateboards, bicycles, and in-line skates are allowed in the same area of the skate parks. Only

those individuals with skates, bicycles, or skateboards are allowed in the skate park.

2. Motorized vehicles and scooters are prohibited within the designated skating area.
3. Spectators are not allowed on equipment.
4. Skateboarding, inline skating and bicycling are high-risk activities with inherent risk of injury. Participants use the skate parks at their own risk.
5. Wearing protective equipment, including elbow pads, knee pads and a helmet with chin strap is recommended for all users.
6. All users are responsible for inspecting structures prior to use to ensure that fixtures are safe for use. Do not use the skating structures if they are damaged.
7. Personally owned ramps, half pipes or similar devices are prohibited.
8. Profanity and/or other language, offensive behavior or conduct that alarms or disturbs another individual is prohibited.
9. Reckless behavior that places the individual or other parties present at risk of harm is prohibited.
10. Graffiti, defacement or any other form of criminal damage to property is prohibited.
11. Backpacks, food and drink are allowed only in the picnic table areas outside the skate park.
12. Glass is prohibited within or upon the facility.

B. HOURS: Skate parks are open daily from dawn to dusk, weather permitting. Ramps shall not be used when wet or icy, or after rain or snow, or as otherwise determined necessary by the Village.

8.11 HARD SURFACE COURTS

A. Regulations. The following shall serve as regulations for use of hard surface courts in parks.

1. Persons may only use the courts for the purpose intended or otherwise approved by the Director of Parks & Recreation, and persons using the courts do so at their own risk.
2. Skateboards, skate shoes, bicycles, motorized vehicles and scooters are not allowed.
3. Players must give up court use every hour on the hour when people are waiting.
4. Non-participants must wait off court and outside of the court and/or fence.
5. Village of Lake in the Hills programs or events have priority as needed and as posted.

8.12 VEHICLES AND PERSONAL TRANSPORTATION DEVICES

A. No person shall operate any motor vehicle, motorcycle, auticycle, or motor-driven cycle on any park property, sidewalk, bike path, multi-use path, or on any other Village-owned property at any time except only on roadways or improved parking areas; provided, however that the Director of Parks and Recreation, the Chief of Police, or their designees, may grant special written permission to individuals to operate vehicles on areas other than roadways or improved parking areas. Municipal vehicles are exempt from this ordinance.

B. No person shall operate a Non-Highway Vehicle, low-speed electric or low-speed gas bicycle, low-speed electric scooter, electric or gas scooters, Segway/two-wheeled self-balancing personal transporter device, or any other similar device on any park property or on any other Village-owned property, to include, but not limited to, parking lot, public sidewalk, bicycle path, or multi-use path, at any time, unless authorized to do so through the issuance of a Special Event Permit; or by special written permission from the Director of Parks and Recreation or the Chief of Police, or their designees.

C. No person shall operate any authorized vehicle or device, at any speed greater than 10 miles per hour on a public sidewalk, parking lot, bicycle path, multi-use path, or park property at any time.

D. No person shall park a motor vehicle in any prohibited area that is posted with signs prohibiting parking.

E. Exceptions:

1. This section does not apply to any Village of Lake in the Hills employee in the course of their duties.
2. Nothing in this section shall be construed to prohibit the use of a motorized wheelchair or similar personal mobility device that is designed for and used by a person with disabilities on any sidewalk, multi-use path, or other public way consistent with the rights and duties applicable to pedestrians nor shall this section prevent the use of a device as outlined in this section as a reasonable modification for a disability as outlined in the Americans with Disabilities Act (ADA).
3. All vehicles/devices listed in Section 8.12(B) are further prohibited from being operated on any highway, street, or roadway within the Village, with the exception of the following:
 - a. Low-speed electric bicycles may be operated upon any highway, street, or roadway as authorized for use by bicycles, including, but not limited to, bicycle lanes, and may be operated on a parking lot, sidewalk, bicycle path, or multi-use path under manual power only and without utilizing propulsion or assistance.
 - b. Low-speed gas bicycles may be operated upon any highway, street, or roadway by persons at least 16 years of age or older and shall not be operated at a speed greater than 20 miles per hour; and may be operated on a parking lot, sidewalk, bicycle path, or multi-use path under manual power only and without utilizing propulsion or assistance.

F. For purposes of this section, all terms shall have the meanings set forth in the Illinois Vehicle Code unless otherwise expressly provided.

8.13 FACILITY USE PERMIT

A. PERMITS REQUIRED: No individual or group, regardless of the group's size, may have or claim to have exclusive use of any Rental Facility within the Village unless a permit authorizing exclusive use has been issued in advance to that individual or

group by the Village Administrator or their designee. The Board of Trustees may adopt, from time to time, forms and procedures for the submission of a Facility Use Permit application, consistent with the requirements of this section.

No person may possess, consume, or offer for sale or consumption any alcoholic liquor on public property without a valid daily or event permit in accordance with this Chapter and Chapter 33.

B. FEES: The Board of Trustees may adopt, from time to time, a schedule of fees for Facility Use Permit applications. The Board of Trustees may also, from time to time, adopt requirements for the payment of security deposits or use fees in connection with the use of Rental Facilities. No person or group may use such Rental Facilities without first having paid the required deposit and fee as provided in the fee schedule attached to the Application (the "Fee Schedule").

C. REGULATIONS: All uses of such Rental Facilities shall be in accordance with the regulations applicable thereto, which regulations shall be approved by the Board of Trustees and shall be attached to the Application (the "Regulations"). Such Regulations may be revised from time to time by the Board of Trustees.

D. APPLICATION: A Facility Use Permit application must set forth the following information:

1. The name, address, and telephone number of the applicant and a contact person for the event.
2. A description of the type of event or activity for which the Rental Facility will be used.
3. The name of the Rental Facility that the applicant requests to use and a specific description of any areas or facilities outside the Rental Facility that will be used in connection with the event.
4. The date, time, and expected duration, including any set-up and clean-up, of the event.
5. The approximate number of persons expected to attend or participate in the event.
6. A description of any equipment, systems, or vehicles that will be used in connection with the event.

7. A description of any proposed service, distribution, possession, or consumption of alcoholic beverages.
8. Proof of compliance with all applicable federal, state, and Village licensure, permitting, and insurance coverage requirements, including proof of insurance coverage in the minimum amounts established by the Village from time to time for events.
9. Such other information as may be reasonably required or requested by the Village.

8.14 Repealed - Ordinance No. 2024-16

8.15 PENALTIES

A. Any person who violates this Chapter 8 shall be fined as approved by the Village Board and listed in the Comprehensive Fine and Fee Schedule in this Municipal Code. Each violation of this Chapter 8 is hereby declared to be a public nuisance to be abated in the manner provided by law.

B. Any person, firm or corporation violating Section 8.13 may suffer the additional penalty of having his or her permit revoked for any such violation. Revocation shall be in writing signed by the Village Administrator. Revocation may impact the ability to secure future Special Event permits.

8.16 PARKS AND RECREATION BOARD

A. CREATION: There is hereby created the Parks and Recreation Board of the Village (the "Park Board"). The Park Board shall consist of seven members including the chairperson and vice-chairperson. Members of the first Park Board shall have the following terms: three for two-year terms, two for three-year terms and two for four-year terms. Subsequent members shall serve four-year terms.

B. APPOINTMENT AND QUALIFICATIONS: The Village President shall make the appointments to the Park Board with the advice and consent of the Board of Trustees. The President shall designate the term of office to be served by each of the original Park Board members. To be eligible to serve on the Park Board a person must be 18 years of age or older and a Village resident. No Park Board member appointed hereunder shall be interested in any supplies or contract with the Park Board.

The Village President shall designate one of the Park Board members

to serve as Chairperson, a Vice-Chairperson shall be chosen by the advice and consent of the Park Board members. The position of Chairperson shall be reviewed on an annual basis. The Vice-Chairperson shall act in the absence of the Chairperson. The Chairperson shall be the presiding officer of the Park Board and ensure all meetings are conducted in compliance with the Open Meetings Act.

C. REMOVAL: The Village President may, by and with the consent of the Board of Trustees, remove any Park Board member for misconduct or neglect of duty. Further, any Park Board member who fails to attend three (3) consecutive Park Board meetings without a valid reason, or who fails to attend one half of the total of all Park Board meetings scheduled or called during any one (1) year period, may be considered to have abandoned the office and said office may be declared vacant by the Village President.

D. VACANCIES: Park Board vacancies occasioned by resignation, removal or otherwise, shall be filled in like manner as the original appointments; such appointments shall be for the unexpired term.

E. COMPENSATION: All members of the Park Board shall be compensated, as determined from time to time by the Board of Trustees, for attendance at regular meetings of the Park Board.

F. MEETINGS: The Park Board shall keep written records of its proceedings, which shall be open at all times to public inspection and which minutes, after approval by the Park Board, shall be forwarded to the Director of Parks and Recreation for distribution to the Village Board.

The Park Board shall meet six times per calendar year on the first Thursday of each designated month. Additional meetings may be called if necessary.

G. POWERS AND DUTIES: The Parks and Recreation Board shall be an advisory body to the President and Board of Trustees and shall work with the Director of Parks and Recreation. They shall be responsible for the following:

1. Work with the Director of Parks and Recreation with recommendations to the Village Board regarding Parks and Recreation activities, events, and facilities in the Village.
2. Assist the Parks and Recreation Department to develop and maintain a comprehensive master plan for park facilities and recreation activities

within the Village. Such plan should periodically be reviewed by the Parks and Recreation Board with recommendations for necessary changes forwarded to the Village Board.

3. Review all new residential development projects and provide a recommendation for the donation of park land or cash in lieu thereof and its projected use in accordance with the master plan.
4. Solicit information from the public, staff and user groups to determine parks, facilities and recreational programming needs. Recommend goals and implementation schedules to fulfill identified needs.
5. Evaluate current fees for and regulations governing park facilities and recommend changes as needed.
6. Solicit public comments on parks and recreation issues and communicate with the public to increase general awareness and understanding.
7. Provide input relative to improvements and developments to assist with the annual budget for the Parks and Recreation Department.

Recommendations of the Park Board will be forwarded to the Village Board upon a majority vote of the Park Board members in support of said recommendation.

H. EXPECTATIONS: The Parks and Recreation Board members shall:

1. Have ethical responsibilities to ensure that Department does the best work possible in pursuit of its goals. Board Members believe in the purpose and the mission of the Parks and Recreation Department. They work in good faith with staff and other Board Members as partners towards achievement of department goals.
2. Understand the organization's work and value to the community and represent the organization.
3. Be involved, attend regular meetings, contribute in meetings, and volunteer at programs and special events. The Parks and Recreation Board represents the community as their liaison and provides valuable input and suggestions from public comments to assist in the continuous enhancement in all aspects of the

parks and recreation services provided by the Village.

4. Act in the best interests of the department, and excuse oneself from discussions and votes where there exists a conflict of interest.
5. Stay informed of the current activities of the department. They shall ask questions, request information, participate in, and take responsibility for making decisions on issues, and other matters.
6. Expect the Board President to contact Board Members to discuss Board Member responsibilities when the above duties are not fulfilled.

I. DIRECTOR OF PARKS AND RECREATION: The Director of Parks and Recreation is an employee of the Village of Lake in the Hills with duties and responsibilities as outlined in the job description for the position. The Director of Parks and Recreation shall be selected based upon professional experience and education in accordance with Village recruitment policies. The Director of Parks and Recreation will work directly with the Parks and Recreation Board and shall report to the Village Administrator. If there is no person in the role of Director of Parks and Recreation, the Village Administrator may designate any employee or official of the Village to fulfill any duties of the role.

Recodified 04-28-22

Amended 06-27-24

Amended 12-12-24

Amended 06-24-25