

APPROVED  
**VILLAGE OF LAKE ZURICH  
PARK AND RECREATION  
ADVISORY BOARD MEETING  
OCTOBER 11, 2011**

**1. Call to Order**

The meeting was called to order at 6:34 p.m. by Chair Brazier.

**2. Roll Call:** *Present* - Chairperson Dawn Brazier, Board Members Jeff Carey, Jan Papa, and Judi Thode.

*Excused*: Michael Karija, Kevin Koch, and Mary Mihelic.

*Staff present* - Park and Recreation Director Perkins.

**3. Approval of Minutes:**

MOTION made by Jeff Carey, seconded by Jan Papa, to approve the minutes of the September 15, 2011 Rescheduled Park Advisory Board meeting as presented.

Voice vote, AYES have it. MOTION CARRIED.

**4. Public Comments:** None

**5. Old Business**

**Open Space & Recreation Master Plan – Review and Discuss Recommendations:**

Director Perkins recapped what had been discussed and agreed upon at the last meeting. It had been agreed to emphasize short-term goals. Priority A items had been reviewed and short-term priority B and C items will be reviewed this evening. Items from other categories can be added if the Park Advisory Board feels they are a higher priority and should be included in their recommendations. An agenda and recommendations will be needed for the joint meeting with the Board of Trustees. Budget preparations are beginning and he needs to know what capital improvement items will need to be funded.

The existing limits of funding and the need to increase funding for the Park and Recreation Department was discussed. The Advisory Board considered whether the Park Department, Recreation Department, and special events are properly funded and properly staffed with only three full-time staff members. The consensus was that there were programming limitations due to small staff, lack of programming space, and limited funding and that funding options should be on the agenda for the joint meeting. There was agreement that the community wants more special events. Director Perkins will create a list of events that have been eliminated.

Director Perkins discussed options to increase revenue and staffing. He will be pursuing \$170-180,000 for the SRA tax levy and explained what projects and purchases can qualify to use SRA funds. He said his number one staffing priority would be a full-time community relationship coordinator or two part-time staff members to share the responsibilities. The new staff member(s) would work to expand programming and obtain and facilitate reciprocal agreements.

Options to increase available programming space and facilities were considered. Chair Brazier stressed the need to increase programming and to work with others to get additional facilities to operate programs. Jeff Carey recommended Home Run and Kit's Sports Complex be used for programming in the summer. He offered to be the liaison with Hawthorn Woods to discuss using their outdoor swimming pool. The Advisory Board supported negotiations with Hawthorn Woods and District 95 to use their facilities.

Review of Action Strategies and Recommendations prepared by Norris Design within the OS&RMP. A review of pages 169, 171, and 173 of the Strategies followed. The Park Board concurred with the following recommendations that involved their participation:

B priorities: (grouped together since they are similar)

6.1.1, 6.1.1a, 7.1.1, 6.1.2, 6.1.6 – Partnership and Collaborative Efforts

7.1.3 – Add new special events – **Change to Priority A**

7.1.4 – Increase variety of programming including youth and cultural events

7.14a – Coordinate special events with other organizations

7.1.6 – Expand recreational programming. Obtain additional staff and volunteers and lease space

7.1.7 – Integrate lacrosse and football into field use schedule or develop joint agreements with other entities

C Priorities:

1.29 – Basketball court expansion – **Change to Priority B**

1.3.2 – Evaluate the potential expansion or development of facilities for Biking Trails, Beach Access and Indoor fitness

1.3.3 – Gain access or develop flexible facilities

1.4.1e – Betty Park – Evaluate use

1.3.10 – Work with private ownership to increase access to the lake

1.4.13b – Add interpretive signage and add boardwalk to access water's edge at Oak Ridge Marsh

2.1.4 – Increase staffing to average regional levels to maintain parks, expand programming and add special events – **Change to Priority A**

3.1.6 – Increase staff efficiencies through use of established labor ratios – **Change to Priority A**

3.2.1 – Increase green practices and use of energy efficient materials

4.1.1c – Perform survey of residents on support for local or regional Parks and Recreation District – **Change to Priority A**

4.2.3; 6.1.5; 6.1.5a – Formalize development of Parks and Recreation volunteer program

6.1.8 – Explore public access to the Lake Zurich Golf Course

6.1.9c – Identify expectations, roles, and responsibilities in all agreements with District 95

6.1.11 – Formalize all agreements with sports organizations, municipalities, etc.

6.1.2b – Increase communication with surrounding recreation providers to fill in the gap for services and special events

7.1.10; 7.1.10a – Increase marketing through electronic media especially to the youth

7.1.11 – Add relevant programming options for teens and special events

7.1.1.4 – Increase variety of youth programming (fitness, environmental, video game tournament, Battle of the Bands, etc.)

7.1.14a – Increase access to parks and facilities with accessible pedestrian and bicycle routes to the parks  
**Change to Priority A**

## 6. New Business

### A. Meeting Schedule – 2012

The Annual Schedule of Meetings for 2012 was presented. The Advisory Board will continue to meet on the 2<sup>nd</sup> Tuesday of the month at 6:30 p.m. in the Board Room at the Village Hall.

### B. Paulus Park Playground - Leathers & Associates

Director Perkins summarized the information he received from Leathers Associates regarding playground "rebuilds". They will review photographs of the existing play equipment and make recommendations without charge. The Advisory Board directed him to explore a possible rebuild and

expected to pay \$7-15,000 to come from Park Improvement funds to rebuild the Kid's Kingdom playground in Paulus Park.

**C. Need of Policy for Public Act 097-0234 – Movable Soccer Goals**

New Illinois State law requires moveable soccer goals. Director Perkins will begin working on a plan to comply and will request Advisory Board approval of the plan.

**7. Director's Report**

Program and Special Events Update:

Director Perkins provided a brief update on upcoming events including the Monster Bash and Tree Lighting Ceremony. He is in the process of reviewing the winter/spring brochure that will come out in November.

**8. Items Attached** - Presented to PAB and members.

- A. 2012 Regular Scheduled Meetings – Letter and Draft Schedule
- B. Leathers & Associates Information on Rebuilding Playgrounds
- C. Public Act 097-0234 – Movable Soccer Goals
- D. Monster Bash Flyer
- E. Holiday Event.

**7. Adjournment**

MOTION made by Judi Thode, seconded by Jan Papa, to adjourn the meeting.  
Voice vote, all in favor. MOTION CARRIED.

The meeting was adjourned at 9:29 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by: \_\_\_\_\_  
Dawn Brazier: Park and Recreation Advisory Board Chair 11/2/11