

APPROVED
**VILLAGE OF LAKE ZURICH
PARK AND RECREATION
ADVISORY BOARD MEETING
MARCH 13, 2012**

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, Kevin Koch, Mary Mihelic, Judi Thode and Jan Papa. *Staff present* - Park and Recreation Director Perkins.

3. Approval of Minutes:

Two corrections were made to page 2, the last paragraph under Old Business. The spelling of Administrator Witherow's name was corrected in the first sentence, and Jeff Carey's name was substituted for Mike Karija's name in the second sentence.

MOTION made by Mary Mihelic, seconded by Kevin Koch, to approve the minutes of the February 14, 2012 Park Advisory Board meeting as corrected.

Voice vote, AYES have it. MOTION CARRIED.

4. Public Comments: None

5. New Business

A. Take a Stand Walk-a-Thon Event Request – Lindsey Dulian

Lindsey Dulian and Heather Riley presented their proposal to begin a new event to raise awareness about the abundance of controlled substance use and the tragic results. The event will include a 5k walk and a gathering with food and drink. Approximately 200 people are expected. Sponsorships will help them raise funds, which will be donated to the Jeremy Stom Remembrance Foundation.

Director Perkins said this organization does not have their 501 (c) (3) tax exempt status yet. He will check to see if the Jeremy Stom Remembrance Foundation has tax exempt status. Discussion followed on what fees should be charged or waived for this event. The organizers were told they would receive the rate for not-for-profit organizations this year but would need their tax exempt status in place if they held the event next year or they would be charged the full amount.

MOTION made by Jeff Carey, seconded by Jan Pappa, to recommend the Board of Trustees approve the request to hold the Take a Stand Walk-a-Thon event in Paulus Park on June 23, 2012 as presented at the rate for not-for-profit organizations with fees waived .

Voice vote, AYES have it. MOTION CARRIED.

6. Old Business

Continued Discussion for Paulus Park Phase II OSLAD Grant Project

Discussion on whether to submit a proposal for the OSLAD for Paulus Park improvements took place. The Park Improvement Fund (PIF) was reviewed to ascertain what funds are available. At this point, the PIF has a balance of \$842,000 and the SRA \$172,000, although the SRA can only

be used to fund items that aid accessibility. Director Perkins reviewed the Capital Improvement items slated for the upcoming fiscal year with \$218,000 in the budget. The CIP projects proposed for fiscal year 2012/13 using Park Improvement Funds and the SRA Tax Levy is around \$360,000. Director Perkins went through the projects to the Advisory board. Some discussion followed. Advisory Board inquired about the roof improvements for 351 Lions Drive. There was agreement that the park department should not be fully responsible for this item since other departments use the building. Advisory Board Chair Dawn Brazier said she would schedule a meeting with the Village to express their concerns with use of the Park Improvement Funds. Director Perkins said at this time IDNR has \$11 million in their budget for OSLAD grants. There was agreement that Norris Design should finish the work needed for an OSLAD grant proposal but scaled down from the originally proposed improvements. Director Perkins said the boardwalk, bathrooms/concession building improvements, and playground changes could be removed and/or modified from the initial proposal to keep costs down.

MOTION made by Jeff Carey, seconded by Judi Thode, to recommend the Board of Trustees remove the cost of the roof replacement at 351 Lions Drive from the Park Improvement budget because it is not a dedicated park building or park improvement.

Upon roll call vote, Dawn Brazier, Jeff Carey, Kevin Koch, Mary Mihelic, Judi Thode and Jan Papa voted Aye. MOTION CARRIED.

Discussion continued on correct usage of the PIF. Director Perkins was asked if the Village Attorney had given an opinion on PIF usage, and he responded that the funds should be used for the acquisition of park land and the enhancement of parks. The Park Advisory Board again objected to using the PIF to pay for maintenance items since the fund was created to purchase park land or pay for improvements to the parks. The fund will be depleted if it continues to fund maintenance items. In summary, Dawn Brazier will meet with the Village to discuss the PIF and its use, Director Perkins will contact Norris Design about a scaled down proposal for Paulus Park improvements to submit for an OSLAD grant, Jeff Carey will talk to the Village Administrator about uses for the hotel/motel tax revenue. Director Perkins reminded the board that they would need to recommend pursuing an OSLAD grant at their April meeting if they wanted it to go forward and meet upcoming deadlines.

7. **Advisory Board Member Reports**

A. Advisory Board Appointments & Vacancy – Dawn Brazier

Dawn Brazier reported that Mike Karija resigned and Judi Thode and Jan Pappa would not continue their appointments when their terms expired on April 30, 2012 so there will be three vacancies.

B. Special Events Planning/Funding Task Force – Dawn Brazier

Dawn Brazier reported that she met with President Branding to discuss special events and a task force to pursue funding options. New events include an art show to include the judging and sale of decorated rain barrels. This could be held during Alpine Fest to cut costs and encourage participation. The art show was unanimously supported. Another idea was to invite musicians to perform on a voluntary basis to provide free concerts. This was also supported. A community garden could be located at Paulus Park between the Barn and the wetlands. Although a street dance was supported, there would be costs involved so it would require funding or a sponsor.

Director Perkins said \$10,000 was removed from the budget for new special events so events would need to operate at no cost or would need sponsors.

Judi Thode said the Tree Commission is heading an Arbor Day celebration on April 21 at Paulus Park. She and Mary Mihelic are preparing a self-guided nature walk with information on posts.

8. Director's Report

A. Update on Programs – Special Events – Website - Summer Brochure

Report provided by Director Perkins. He said the brochure will go out late because the Board of Trustees must determine if Breezewald Park beach will be open or not and this information must be included in the brochure. The brochure will not be mailed out in the fall but will be online with a limited amount of hard copies available.

B. Lightning Prediction System – Installation update provided.

C. Breezewald Beach 2012

The Board of Trustees will determine if Breezewald Park beach will be open or not.

D. Concession Stand 2012

It has not been decided if the concession stand will remain open. A new vendor is being considered and an RFP is being prepared. Discussions are still underway.

E. Foundation of the Parks - Update provided.

Jeff Carey said he spoke with Jenney Bentley, the student advisor at Lake Zurich High School, about volunteers for community projects. They have a club called Interact that volunteers. Director Perkins will follow up. Jeff Carey will contact Lake Zurich golf course about using their facility for a fundraiser or open nights for public use.

9. Items Attached - Used for Discussion Purposes

- A. Previous Paulus Park Phase II Concepts & Cost Estimates
- B. Park Improvement Fund Status Sheet
- C. SRA Tax Levy Status Sheet
- D. Preliminary CIP List
- E. Resolution – Establishing Guiding Principles for FY Budget

10. Adjournment

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

The meeting was adjourned at 8:55 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by: Dawn Brazier, Park and Recreation Advisory Board Chair 4/18/12