

UNAPPROVED  
**VILLAGE OF LAKE ZURICH  
PARK AND RECREATION  
ADVISORY BOARD MEETING  
DECEMBER 11, 2012**

**1. Call to Order**

The meeting was called to order at 6:31 p.m. by Vice-Chair Koch.

Motion was made by Mary Mihelic, seconded by Tim Andrews, to appoint Kevin Koch chair pro tem for this meeting due to Chair Brazier's absence. Upon roll call vote, Tim Andrews, Allen Borg, Jeff Carey, Kevin Koch, and Mary Mihelic voted aye.

**2. Roll Call:** *Present* – Chair pro tem Kevin Koch, Board Members Tim Andrews, Allen Borg, Jeff Carey, and Mary Mihelic. *Excused:* Dawn Braizer. *Staff present* - Interim Park and Recreation Manager Kathy Katz. *Also present* – Trustee Poynton.

**3. Approval of Minutes – October 9 and November 13, 2012:**

MOTION made by Allen Borg, seconded by Jeff Carey, to approve the minutes of the October 9 and November 13, 2012 Park Advisory Board meetings as submitted.  
Voice vote, AYES have it. MOTION CARRIED.

**4. Public Comments:** None

**5. New Business:**

Mary Mihelic recapped the discussion at the December 3, 2012 Board of Trustees meeting regarding the proposed use of \$24,000 from the Park Improvement Funds to cover or one-third of the 351 Lions Drive facility roof. She suggested Park Advisory Board members attend the December 17 Board meeting since this item had been tabled until then. She questioned if the park department actually shared in one-third of the use and should have one-third of the responsibility to replace the roof and if this was an appropriate use of the Park Improvement Funds since it did not directly benefit the public. Additionally, Ms. Mihelic said the police and public works portion was coming out of the general fund. Tim Andrews asked to tour the facility to see what was stored in the building. Interim Park and Recreation Manager Kathy Katz will arrange a tour.

**OSLAD Grant / Pursue Other Grants**

Jeff Carey asked for an update on the discussion that had taken place last month on whether to pursue other grants and or to again apply for the OSLAD grant. Manager Katz and Tim Andrews recapped the discussions. Manager Katz said many of the items in the OSLAD grant were put onto the new Capital Improvement Plan (CIP) which she would send to the Park Advisory Board members.

Trustee Poynton reviewed the items on the letter sent by Norris Design that addressed the scores Lake Zurich received on their unsuccessful OSLAD grant application. He suggested using Park Improvement Funds to rehab or replace Kid's Kingdom playground and applying for a new grant which includes the amphitheater proposal since it scored well. Discussion followed on Kid's

Kingdom and park equipment that needs to be repaired and how it should be funded. Large items to be budgeted for in the upcoming year and setting of goals will be discussed at the January meeting. Jeff Carely asked that each member share 3-5 goals for the upcoming year.

**6. Old Business**

**A. Independence Day Sponsorship Program – Kathy Katz**

Manager Katz presented the updated proposed letter for Fourth of July sponsorships and noted changes recommended by the Park Advisory Board. She suggested the letter be mailed to all business license holder and the board concurred

**B. Storage Pods at Park Sites – Kathy Katz**

Manager Katz had sent a letter to the sports organizations and said the pods were removed from the park.

**C. Uncovered Sandboxes at Public Parks**

Tabled to allow for further information to be gathered about the sandbox usage.

**D. PAB Resolution to Village Board of Trustees**

Manager Katz presented a draft resolution for Dawn Brazier's signature outlining parameters to expend Park Improvement Funds. The proposed resolution was discussion at length and changes were made. Manager Katz noted the recommended revisions.

**7. Advisory Board Member Reports**

**A. Special Event Initiatives– Dawn Brazier – No Report**

**B. Permit Dogs at Certain Parks – Mary Mihelic)**

Mary Mihelic said the Village Code prohibits dog in the park and would need to be changed if dogs were to be permitted in any parks. Allowing dogs in "through" parks, or parks you could walk through, could be considered especially since people already do walk their dogs through the parks. A dog park was discussed but is not a high priority partially due to the high cost and because there is a nearby dog park.

**C. Farmers Market – Kevin Koch**

Kevin Koch has made several contacts and is still gathering more information. He hopes to have a Farmer's Market in time for the season this year.

**D. Golf Outing – Jeff Carey**

Jeff Carey has met with Village President Branding and discussed the proposed golf outing at the Lake Zurich Golf Course. He confirmed that the Park Advisory Board intended to put any funds raised from the golf outing into the Park Improvement Fund and said he will continue his research.

**H. Holiday Tree Lighting – Tim Andrews**

Tim Andrews reported on the recent tree lighting and offered suggestions on ways to improve the event and to involve the community. He suggested live trees in Paulus Park be lit and the public be invited for a walk in the park with different activities and exhibits to be staged. Live Christmas tree sales could be considered.

**F. Battle of the Bands – Jeff Carey**

Jeff Carey suggested a Battle of the Bands be held during the day on the Fourth of July as a way to involve more teens in the festivities. He will continue his research.

**8. Director's Report**

A. Update on Programs/Special Events

- i. Evening with Santa: - Great event well attended
- ii. OSLAD Grant Recipients for 2012 – Not Yet Awarded
- iii. Concessionaire Request for Proposals (RFP) – Now being prepared for upcoming season.

**9. Items attached (Questions/Discussion):**

**Park Improvement Fund (PIF) Status Sheet** (as of 11/12) – Reviewed.

**10. Adjournment**

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

The meeting was adjourned at 8:33 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by: \_\_\_\_\_

Dawn Brazier, Park and Recreation Advisory Board Chair