

**VILLAGE OF LAKE ZURICH
PARK AND RECREATION
ADVISORY BOARD MEETING
NOVEMBER 12, 2013**

1. Call to Order

The meeting was called to order at 6:40 p.m. by Vice Chair Tim Andrews.

2. Roll Call: *Present* - Vice Chair Tim Andrews, Board Members Allen Borg, Dawn Brazier, and Jon Hert. *Absent*: Chairperson Kevin Koch, Jeff Carey, and Greg Weider.
Staff present - Recreation Manager Dave Peterson.

3. Approval of Minutes: October 8, 2013

MOTION made by Dawn Brazier, seconded by Allen Borg, to approve the minutes of the October 8, 2013 Park Advisory Board meetings as submitted.
Voice vote, AYES have it. MOTION CARRIED. Dawn Brazier abstained.

4. Public Comments - None

5. New Business:

A. Playground Safety Inspection Report – IRMA Audit
The Playground Safety Inspection Report performed by IRMA (Intergovernmental Risk Management Agency) on August 22, 2013 had been included in the board packets for review. Manager Peterson summarized the results of the audit in his memorandum to the Park Advisory Board dated October 31, 2013. All 23 playgrounds were rated in good or excellent condition with the exception of Kid's Kingdom, which was rated unfavorable and replacement recommended. Staff has prepared a timeline to address their concerns and submitted it to IRMA. Playground replacements are included in five-year capital improvement plan, and funds will be allocated annually. Manager Peterson will review playground installation dates and prioritize the replacements.

B. Ela Soccer Club Affiliate Agreement

Manager Peterson summarized his memorandum to the Park Advisory Board dated November 1, 2013, that provides an update on the status of the draft agreement, which had been included in the board packets, to be presented to both boards for approval. He expects the agreement to be executed before the start of the 2014 season. Ela Soccer Club will provide a list of capital improvement projects that will be included in the agreement. Manager Peterson did discuss the need for maintenance for the parking lots that are used by the Club and will follow up to be sure the projects they proposed are completed.

6. Old Business:

A. Paulus Park Playground Equipment Update

Manager Peterson reviewed his memorandum dated November 6, 2013, that included the results of the community survey to select their favorite playground concept design to replace Kid's Kingdom. Vision 7 was by far the most popular design. He will prepare specifications and

contact the vendors and encourage them submit proposals. The results will be presented at the January 2014 Park Advisory Meeting. He anticipates a grand opening this coming May.

B. Lake Zurich Baseball and Softball Association Affiliate Agreement

Manager Peterson reviewed his memorandum dated November 1, 2013, that listed LZBSA's costs incurred for capital projects and on-going maintenance. The draft agreement and list of their expenses were reviewed and discussed. Manager Peterson will include times for mowing so it does not conflict with children on their way to school and create a potential hazard. He expects the agreement to be executed by January or early February 2014.

C. Paulus Park Concession Proposal

Manager Peterson reviewed his memorandum dated November 5, 2013, a letter from Mr. Andrew Hartman dated November 4, 2013 that addressed concerns raised at the October 8 Park Advisory Board meeting about the proposal to operate a German beer garden in Paulus Park, and a letter from IRMA dated October 2, 2013 stating their concerns and recommendations if the proposal moves forward.

Manager Peterson and Tim Andrews visited the beer garden, Estabrook, in Milwaukee and shared their observations. Discussion followed. Manager Peterson said absent member Jeff Carey told him that he supports the beer garden and Greg Weider said he would support it if beer sales were later in the day.

MOTION made by Tim Andrews, seconded by Allen Borg, to recommend the Board of Trustees approve the proposal for the beer garden in Paulus Park as presented.

Upon roll call, Tim Andrews, Allen Borg, Dawn Brazier, and Jon Hert voted Aye.

MOTION CARRIED.

7. Treasurer's Report

The Treasurer's report through October 31, 2013 was presented that included revenue, expenses, and the park improvement fund. A brief review of the Park Improvement Fund account and expenses took place.

8. Advisory Board Member Reports

Kuechmann Park – No recommendations at this time. Manager Peterson will be working with naturalist Mary Kozub to provide programming in the fall of 2014.

Tree Lighting Ceremony – There was a consensus to improve the ceremony for next year by getting vendors involved and possibly changing the location.

Farmer's Market – The vendors will return next year. Arrangements will be firmed up by March or April.

Rock the Block – Plans for next year are underway with a meeting to be held next week.

9. Director's Report

A. Special Events Update – Provided by Manager Peterson.

10. Written Communication

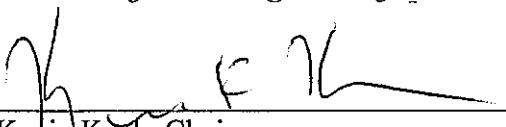
Letters received and articles about the Monster Bash, playground selection, and the Farmers Market were reviewed without discussion.

11. Adjournment

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

The meeting was adjourned at 8:14 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by: 

Kevin Koch, Chairman