

**VILLAGE OF LAKE ZURICH
PARK AND RECREATION
ADVISORY BOARD MEETING
JANUARY 14, 2014**

1. Call to Order

The meeting was called to order at 6:32 p.m. by Chairperson Kevin Koch.

2. Roll Call: *Present* - Chairperson Kevin Koch, Board Members Tim Andrews, Allen Borg, Dawn Brazier, Jeff Carey, Jon Hert, and Greg Weider. *Absent*: None.

Staff present - Recreation Manager Dave Peterson. *Also present* – Trustee Sprawka.

3. Approval of Minutes: November 12, 2013

MOTION made by Dawn Brazier, seconded by Allen Borg, to approve the minutes of the November 12, 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. Park Advisory Board Meeting Dates for 2014 - Presented with no discussion.

B. FY 2014/2015 Program and Membership Fees

Manager Peterson summarized his memorandum to the Park Advisory Board dated January 6, 2014. After evaluating the current fees, staff recommends a 2% increase in program fees to accommodate increases in program supply costs and salary increases. Lake Zurich's fee structure was in the middle of the neighboring communities surveyed, so a 2% increase is conservative and justified.

C. Strategic Planning and Six Point Downtown Action Plan

A copy of the Six-Point Downtown Action Plan prepared by Village Manager Slowinski and a list of priorities from the Five-Year Strategic Plan 2014-2019 and workshop was included in the board packet. Manager Peterson presented the highlights and summarized the recommendations. Downtown revitalization (special events) and consideration of a separate park district are the recommendations that apply to the Park and Recreation Department. Manager Peterson is researching the formation of a park district. He said it would require a successful referendum and take at least two years to put in place.

D. Fall Dance Program Evaluation Results

Improvements have been made to the dance programs, including the hiring of four new instructors. Manager Peterson said he was very pleased with the evaluation results that have an overall average rating of 4.32 out of 5 with 5% being Extremely Satisfied.

E. Beach/Sprayground Operation Enhancements

Manager Peterson summarized his memorandum to the Park Advisory Board dated January 8, 2014, that lists improvements and enhancements under consideration. They include sprayground parties, kayak rentals and lessons, expanded swim lessons, and improved training for the swim instructors



and beach staff. The proposed Wibit floating product was well received and will be further considered. Tim Andrews suggested offering a triathlon training session that uses the beach.

6. Old Business:

A. Paulus Park Playground Project Bid Process Update

Manager Peterson provided an update on the playground equipment and said the bid opening will be February 3, 2014. The equipment will be installed in the beginning of May with the grand opening in late May 2014.

B. Paulus Park Concessionaire Update

Manager Peterson reported the German Beer Garden proposal had been withdrawn. The current concessionaire would like to enhance her offerings to include the catering of gatherings. Dawn Brazier suggested weddings in the park that were catered with alcohol permitted be considered.

7. Treasurer's Report

The Treasurer's report through December 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

Park and Recreation/Special Events:

Kevin Koch would like members to pick events that they will assist with. Committees need to be formed and help from the community sought to move these events forward. A review of proposed special events followed with updates provided. Rock the Block is scheduled for September 13, 2014. Greg Weider and Allen Borg will work on a beer festival in October. An art festival in June or July will be considered. Tim Andrews will continue to be involved in the community garden as well as movies in the park with Kevin Koch assisting. Jeff Carey reported on the golf outing. Trustee Sprawka recommended the Park Advisory Board Charter be reviewed and revised if necessary. He suggested the Park and Advisory Board limit themselves to only four or five special events per year and to involve the community in planning and working them.

9. Director's Report

A. Monthly Information Report for December 2013 and January 2014

Manager Peterson presented the information report in its new format that includes narration. They will continue to improve the online registration process and are monitoring the fitness classes for attendance.

10. Written Communication

Articles were briefly reviewed and highlights presented.

11. Adjournment

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

The meeting was adjourned at 8:53 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by: *JK*

Kevin Koch, Chairman