

**VILLAGE OF LAKE ZURICH
PARK AND RECREATION
ADVISORY BOARD MEETING
APRIL 8, 2014**

1. Call to Order

The meeting was called to order at 6:33 p.m. by Chair Koch.

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

Manager Peterson said Dawn Brazier's term had expired and a new member would be appointed. Manager Peterson said he has accepted another position so they will be searching for a replacement for him. He introduced the new Recreation Supervisor, Heidi Stolt. He provided biographical information about her stressing her vast experience in the recreation field and stated his enthusiasm about her joining their team.

3. Approval of Minutes: March 11, 2014

MOTION made by Tim Andrews, seconded by Jon Hert, to approve the minutes of the March 11, 2014 Park Advisory Board meeting as submitted.

Voice vote, AYES have it. MOTION CARRIED.

4. Public Comments - None

5. New Business:

A. Winter Karate Program Evaluation

Evaluations were sent out to all participants and the overall score was 4.68 out of a possible 5, which exceeds staff's benchmark of 4 (very satisfied). Each program will be evaluated one time per year.

B. Fireworks Display Project Update

Manager Peterson reviewed his memorandum dated April 2, 2014 that provided background information and analysis of the 2014 Fourth of July fireworks display. Although RFP's were sent to 13 vendors, only one vendor expressed interest. That RFP was amended to provide a similar type display as in 2013. He recommends the contract be awarded to Five Alarm Fireworks Company in the amount of \$26,000. Manager Peterson summarized the improvements that will be made this year including alerting spectators of the viewing area.

6. Old Business:

A. Paulus Park Playground Project Update

The playground is progressing well with over one-half of the equipment installed. The installation deadline is May 1. A grand opening event will take place in late May early June.

7. Treasurer's Report

The Treasurer's report was presented that included revenue, expenses, and the park improvement fund.

8. Advisory Board Member Reports

A. Farmer's Market – Kevin Koch

Kevin Koch provided an update on the Farmer's Market. He said he has 23 solid vendors and expects about 30 to participate.

B. Craft Beer

Allen Borg and Greg Weider met with a representative from Special Events Management to discuss a craft beer festival. They will prepare a proposal for consideration. They also spoke with members of the craft beer group to get ideas and information. Manager Petersen said after meeting with staff from Public Works, Fire Department, and the Police Department, they do not recommend locating the festival downtown because of access problems. Mayor Poynton and the emergence staff approve of Paulus Park for the location.

C. Art Fair

Manager Petersen said it is very unlikely that the art fair will take place this year but perhaps in 2015.

D. Other Events:

1. Movies in the Park – Update provided by Tim Andrews. He has gotten donations for this event. Kevin Koch suggested he talk to the park director in Hawthorn Woods, Brian Sullivan, because he has gotten quotes for outdoor movies.
2. Community Garden – Update provided by Manager Peterson and Tim Andrews. They will be attending a meeting on April 14. They anticipate the weekend of May 7-9 to be "work days" with an opening in mid May.
3. Car Show – Jon Hert will remain involved and serve as the liaison.

9. Director's Report

A. Monthly Information Report – March 2014 - Reviewed with no comments

Highlights included the addition of Heidi Stolt as Recreation Supervisor, the hiring process for over 50 summer staff members, improvements to the summer brochure which is in process, and participation in the recent Expo by Manager Petersen and Rec. Supv. Stolt.

B. Rock the Block Update

Everything is in place. There will be a meeting this week.

C. Paulus Park Usage for Girl Scout Campout

Manager Petersen summarized the request from the Girl Scout's Camp Director and Committee Chair requesting permission to hold their Twilight Camp at Paulus Park on June 23 – 27, 2014. He has approved their request.

D. Community Garden Update

Coordinators Erinn Hughes and Shelby Steffens have been meeting with staff and the project is moving forward.

10. Written Communications – Reviewed with no comments

11. Adjournment

MOTION made by Tim Andrews, seconded by Allen Borg, to adjourn the meeting.

Voice vote, all in favor. MOTION CARRIED.

The meeting was adjourned at 7:17 p.m.

Submitted by: *Janet McKay*, Recording Secretary

Approved by: _____

Kevin Koch, Chairman