

Approved
**VILLAGE OF LAKE ZURICH
PARK AND RECREATION
ADVISORY BOARD MEETING
FEBRUARY 9, 2016**

1. Call to Order

The meeting was called to order at 6:34 p.m. by Chair Koch.

- 2. Roll Call:** *Present* - Chairperson Kevin Koch, Board Members Tim Andrews, Allen Borg, Janet Barron, Jeff Carey, and Greg Weider. *Excused* - Jon Hert.
Staff present - Recreation Manager Bonnie Caputo and Recreation Supervisor Heidi Stolt.

3. Approval of Minutes: November 10, 2015

MOTION made by Tim Andrews, seconded by Jeff Carey, to approve the minutes of the November 10, 2015 Park Advisory Board meetings as presented.

Voice vote, AYES have it. MOTION CARRIED

4. Public Comments - None

5. New Business:

A. ACA Accreditation

Manager Caputo reviewed her memorandum dated February 9, 2016, that discussed the American Camping Association Accreditation (ACA) that the park department is working toward. She and Supervisor Stolt both feel the department will benefit greatly from the accreditation and are very excited about the process. The Park Advisory Board members stated their strong support for the accreditation and expressed their appreciation to Manager Caputo and Supervisor Stolt for taking on this initiative.

B. AHCF Special Event Request

MOTION made by Greg Weider, seconded by Janet Barron, to recommend approval of the request from the Alternating Hemiplegia at Childhood Foundation (AHCF) to hold their annual event at Paulus Park on September 18, 2016 per Manager Caputo's memorandum dated February 9, 2016.

Voice vote, AYES have it. MOTION CARRIED

C. Keegan Shelter Rental Request

MOTION made by Tim Andrews,, seconded by Janet Barron, to approve the request from the Keegan family to hold their family picnic event at Paulus Park on August 26, 2016 per Manager Caputo's memorandum dated February 9, 2016.

Upon voice vote, all in favor. MOTION CARRIED

D. Internal Special Event Request

Manager Caputo reviewed her memorandum dated February 9, 2016, where she summarizes the internal special events to be held within the Village and requested

approval. Events were: Cruise Nights, Movies in the Park, Farmers Market, July Fourth, Rock the Block, and the Tree Lighting Event. She noted a correction to the date of Movies in the Park to 7/1/16.

MOTION made by Tim Andrews, seconded by Jeff Carey, to approve the internal special events for 2016 per Manager Caputo's memorandum dated February 9, 2016.
Upon voice vote, all in favor. MOTION CARRIED

6. Old Business:

General discussion followed on the proposal to build an Amphitheater at Paulus Park, forming a park district, and the status of the OSLAD Grant. The State of Illinois has postponed awarding any OSLAD grants and the future of the grant is uncertain. The amphitheater was included in the Capital Improvement Plan for 2017/18 at an estimated cost of \$.5 million. Manager Caputo will be discussing the amphitheater, park district formation along with other items with the new village manager, Ray Keller, once he comes on board.

7. Treasurer's Report & Monthly Village Board Park & Rec Information Report

The Treasurer's report was presented that included revenue, expenses, and the park improvement fund. Manager Caputo reviewed the revenue highlights and commented on programs of interest.

Manager Caputo said they had planned a \$60,000 lobby expansion at the Barn because the facilities are inadequate. Although the expenditure was approved, funds were not available and the improvement was postponed. Discussion followed. It was pointed out that the inability to expand camp due to lack of space resulted in loss of potential revenue, which could offset the expansion. A sprinkler system will be installed at the Barn at an estimated cost of \$12,000.

8. Advisory Board Member Reports

A. Farmer's Market

Kevin Koch said there is good movement and they are ahead of schedule with their planning and preparations for the upcoming market season.

B. Rock the Block

An update was provided by Janet Barron. She said the marketing committee has been meeting weekly. They have revised the logo.

C. Craft Beer Festival

Greg Weidner said they have decided to move the date to spring to avoid conflicting with Rock the Block. They will need to skip this year, and are looking at May 2017 for the next festival. They are looking at rebranding and want this to be a community celebration.

D. Holiday Event

Tim Andrews recapped the recent event and said they are reviewing what was positive and what could be improved upon or done differently. Manager Caputo said she is reviewing the survey and comments on the event and will work with the committee. Overall the comments were very positive and it was an excellent holiday celebration.

9. Director's Report

A. Events – Easter, Arbor Day, Cruise Nights

Manager Caputo commented on the upcoming events.

B. Program Highlights – First Annual Winter Dance Recital

The dance recital was very successful and will be even larger next year.

C. Park Highlights/Updates - Park Opening for Zurites Park, Playground Renovation

Manager Caputo presented park highlights and updates. A spring opening for Zurites Park is planned. They will be working on a playground renovation plan and make recommendations for the parks. She asked for a volunteer from the Park Advisory Board to work with her. They will utilize all tools available including GSI mapping and the park improvement plan.

Director Caputo said the State of the Village Address will be held on March 22 from 6-8 p.m. and a budget workshop is scheduled from April 9 fro 9 a.m. - 12 noon.

10. Written Communications

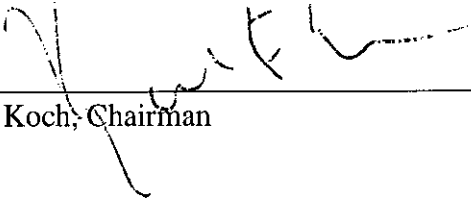
Manger Caputo briefly reviewed the written communication.

11. Adjournment

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

The meeting was adjourned at 7:59 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by: 
Kevin Koch, Chairman