

Approved  
**VILLAGE OF LAKE ZURICH  
PARK AND RECREATION  
ADVISORY BOARD MEETING  
DECEMBER 10, 2019**

**1. Call to Order**

The meeting was called to order at 6:30 p.m. by Chair Koch.

- 2. Roll Call:** *Present* - Chairperson Kevin Koch, Board Members Tim Andrews, Janet Barron, Allen Borg, Jon Hert, and Andrea Poffenberger (6:36 p.m). *Absent:* Jeff Carey. *Staff present* - Recreation Director Bonnie Caputo, Recreation Supervisor Jenna Stanonik, and Acting Recreation Supervisor Elke Kadzielawski. *Also present:* Trustee Greg Weider and Mayor Tom Poynton.

**3. Approval of Minutes: October 8, 2019**

MOTION made by Kevin Koch, seconded by Allen Borg, to approve the minutes of the October 8, 2019 Park Advisory Board meetings as presented.

Voice vote, AYES have it. MOTION CARRIED

**4. Public Comments:**

Jodi Thode, Ancient Oaks President, provided an update on recent and future events. The annual Trivia night fund raiser will be held on February 22, 2020, and all are invited. She distributed the winter edition of their newsletter. She thanked the Village staff, board, and Park Advisory Board for their support and help.

**5. New Business:**

**A. Affiliate Agreements - Ela Soccer, Flames Football, and Lake Zurich Baseball & Softball Association:**

Director Caputo reviewed her memorandum summarizing the affiliate agreement between the Village and three sports organizations and noted the agreement language is now consistent. Staff is tracking the number of Lake Zurich residents that participate. The majority of the participants were residents (at least 51%).

MOTION made by Janet Barron, seconded by Andrea Poffenberger, to recommend accepting the affiliate agreement with Lake Zurich Baseball & Softball Association, Ela Soccer, and Lake Zurich Flames Football Organization through December 1, 2022.

Voice vote, AYES have it. MOTION CARRIED

**B. External Special Events**

Director Caputo reviewed her memorandum listing the requested external special event requests as follows: Purple Plunge, March 7; A Long Swim, June 7; Tunnel to Towers

Run/Walk, June 14; Lake Zurich Triathlon, July 12; Alpine Races, September 27; and Ancient Oaks, September 19. Staff is still having discussions with AHCF, Taste of the

Town, Boy Scout overnight, Arts by the Lake, and Cruise Nights. Judi Thode answered questions about safety and liability at an event her foundation held at Paulus Park.

MOTION made by Jon Hert, seconded by Janet Barron, to accept the applicant requests to utilize park property for FY 2020 as presented in Director Caputo memorandum dated December 10, 2019. Voice vote, AYES have it. MOTION CARRIED

### **C. Internal Special Events**

Director Caputo reviewed her memorandum listing the requested internal special event requests as follows: Breakfast with the Bunny/Egg Hunt, April 4; Cruise Nights (pending); Movies in the Park, June 5 and July 10; Farmer's Market, Fridays June 5 - September 11; Fourth of July event; Rock the Block, September 12, and Miracle on Main Street, December 5.

MOTION made by Andrea Poffenberger, seconded by Allen Borg, to accept the applicant requests to utilize park property for FY 2020 as presented in Director Caputo memorandum dated December 10, 2019. Voice vote, AYES have it. MOTION CARRIED

## **6. Old Business**

### **A. Pet Friendly Park Discussion:**

Director Caputo summarized her research on how nearby communities regulate animals in the park, the results of the recent survey about the topic, and provided historical information on the prohibition of dogs in the park in Lake Zurich per ordinance passed in 2003. Discussion followed and the members were polled. Most PAB members supported increased communication/education that included listing pet-friendly locations and stricter enforcement of existing regulations. Tim Andrews supported allowing leashed dogs in parks that had walkways. Another suggestions discussed was a pilot program with one location allowing dogs that would be monitored closely.

MOTION made by Allen Borg, seconded by Janet Barron, to keep the dogs in the park policy the same as the 2003 ordinance established and not to make any changes.

Upon roll call, Kevin Koch, Janet Barron, Allen Borg, Jon Hert, and Andrea Poffenberger voted Aye. Tim Andrews voted Nay. Motion carried.

### **B. Annual Review Municipal Code 2-7-4**

The Municipal Code related to the Park and Recreation Advisory Board was presented for the annual review. No changes were recommended.

## **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 for November 2019. Director Caputo reviewed the areas of significance

including the Summary of Operations and revenue highlights, commented on programs of interest, and summarized the Departmental Narrative highlights. Revenue has exceeded budget expectations and showed an increase of \$25,000 over last year.

## **8. Advisory Board Member Reports**

**A. Farmer's Market/Movies in the Park**

Kevin Koch said the committee has met and decided to extend the market season to allow for fall sales. The tentative dates for the regular season will be June 5 through September 11. The vendors will be on their own and will not have staff present for the extended fall season. Movies in the Park will take place on June 5 and July 10, and the movies have been selected.

**B. Rock the Block**

Janet Barron said plans are well underway for next year and the bands have been chosen. They are in the process of lining up the vendors.

**C. Craft Beer Festival - No Report.**

**D. Miracle on Main Street (12/7)**

Tim Andrews said the event was well attended with approximately 3,000 attendees, and it went smoothly. Director Caputo said the community is being surveyed so more specific feedback will be forthcoming. She noted the participation and contributions of the local businesses and groups, which contributed to the successful event. All agreed that both the adults and the children seemed to enjoy the excellent event.

**9. Director's Report**

**A. Event Updates - Reviewed with updates presented.**

**B. Park Highlights - OSLAD Grant Update** (application received, site visit scheduled, and results expected in mid November), **Kuechmann Arboretum- Chicago Region Trees Initiative Partnership Award Ceremony** (Village of Lake Zurich, Ancient Oaks Foundation, and School District 95 partnership. Manager Caputo and Judi Thoede will accept the award on December 11. Kuechmann Arboretum (ArbNet Status now accredited), **Windy City Bulls Fundraiser** (January 25, 2020), **Parking Lot Renovation** (ADA pathways to shelters, step into the Barn and electric completed), **Chestnut Corners LZBSA** (delayed due to weather but renovations in progress).

**C. Facility Highlights/Updates- Barn Update, PARC Grant Update**

Update provided on the aftermath from the November 2 fire at the Barn, relocation of programing, and future planning. With assistance from Hitchcock Design, the PARC Grant application will be submitted with results announced in August 2020. There will be a phone survey of community members on various funding options for repairing or replacing the Barn and Fire Station #1.

**D. Park and Recreation Advisory Board retirements and recognition**

Mayor Tom Poynton was present to thank retiring PAB members Jon Hert, Janet Barron, and Andrea Poffenberger and to present them with a certificate of appreciation and decorative plaque.

Volunteer extraordinaire Bob Warren was thanked for his many hours of service hazing the parks with his dog Chance. He was given a certificate of appreciation and a gift for his contributions toward keeping the parks clean.

**10. Written Communication - Local News, Event & Program Promotions**

Director Caputo reviewed the written communication that included event promotions and local news. Residents will have the opportunity to vote on the Breezewald Park playground options.

**11. Adjournment**

MOTION made by Andrea Poffenberger, seconded by Jon Hert, to adjourn the meeting. Voice vote, all in favor. MOTION CARRIED. The meeting was adjourned at 7:57 p.m.

Submitted by: *Janet McKay, Recording Secretary*

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

*Kevin Koch, Chairman*