

Approved  
**VILLAGE OF LAKE ZURICH  
PARK AND RECREATION  
ADVISORY BOARD MEETING**  
**JUNE 9, 2020**  
(Electronic Online Meeting)

**1. Call to Order**

The meeting was called to order at 6:35 p.m. by Chair Koch.

**2. Roll Call:** *Present* - Chairperson Kevin Koch, Board Members Tim Andrews, Allen Borg, Shawn Bergfalk, Jeff Carey, Cathy Malloy, and Sariah Quimby. *Staff present* - Recreation Director Bonnie Caputo, Recreation Supervisors Jenna Stanonik, and Elke Kadzielawski, and Innovation Director Michael Duebner. *Also participating electronically*: Trustee Greg Weider, Mary Kozub, Judi Thode. Chairperson Koch read the Rules of Procedure that will be followed during the online electronic meeting. Residents were invited to submit their comments via mail or email. Those wishing to participate in the meeting were sent a link to the meeting or provided with other options. Director Caputo said no written comments had been received prior to the meeting.

**3. Approval of Minutes: February 11, 2020**

MOTION made by Tim Andrews, seconded by Jeff Carey, to approve the minutes of the February 11, 2020 Park Advisory Board meetings as presented.

Voice vote, AYES have it. MOTION CARRIED

**4. Public Comments:**

Judi Thoede, Ancient Oaks Foundation President, introduced herself to the new PAB members, provided an overview of their organization, and summarized the projects and parks that her organization has been working on. She has concerns about the maintenance of Kuechmann Park. The company that was hired by the Village to remove weeds did not do a proper job. She has been in touch with staff about the remaining buckthorn and has been assured the weed removal project will be completed properly. Ancient Oaks Foundation is committed to creating a Nature Playscape in Kuechmann Park. A Nature Playscape is an area with nature activities and is not a playground. They have hired a company to create a rendering, which has been laminated and posted. Her group is ready to begin fundraising and soliciting sponsorships. She would like her group to be put on the August PAB agenda to request approval to move forward on the Nature Playscape. Mary Kozub further described a Nature Playscape and listed examples of other playscapes.

**5. New Business:**

**A. Summer 2020 Services, Programs and Events - Presentation and Updates:**

Director Caputo narrated a PowerPoint presentation entitled, "Summer 2020 Services, Programs and Events (Updated 6-5-20). Presentation topics identified modifications to staple programs, services, and events; gathering and reviewing limited data from various sources (CDC, IDPH, LCHD, Governor's office, etc.); impact potentially for Lake Zurich parks and amenities during Phases 3 and 4; and staff predictions on opening facilities and programs.

Staff has been following Restore Illinois Plan as well as recommendations by the health departments. Director Caputo provided an update on the status of the parks and beaches. Playgrounds will remain closed. Paulus Park beach, shelter and facility rentals have been canceled for June but will be open/allowed in July according to Phase 4 restrictions assuming Illinois moves into Phase 4. Breezewald Park beach will not be open because it is too small to observe property social distancing. Supervisor Kadzielawski said beach staff is available and can be trained in one week. Director Caputo is working with Village Manager Ray Keller to consider the costs for a limited beach and camp season. The soonest the beach and summer camp could open would be on July 6. Supervisor Stanonik addressed the plans for summer day camp. Supervisor Kadzielawski listed the summer programs that have been adapted to virtual such as the spring dance recital, the summer dance program, youth sports, classes and . The farmers market opened on June 5 and will remain open until September 11. Discussion took place during the presentation.

## **6. Old Business**

### **A. OSLAD Grant Update:**

Director Caputo said the Village of Lake Zurich was awarded \$400,000 from the Illinois Department of Natural Resources Open Space Land Acquisition and Development (OSLAD) program for public enhancements at Paulus Park. It is a 50/50 match, which will be included in the upcoming budget. The concept plan submitted to the IDNR was reviewed. She is waiting to hear from the IDNR on an extension, so it is on hold at this time. The proposal from Hitchcock Design will cost more than \$25,000 so the Village will need to go out for bids.

### **B. PARC Grant:**

Director Caputo said the Village has applied for a PARC Grant to rebuild/replace the Barn, which was damaged by fire on November 2, 2019. Staff will be moving into a trailer beginning June 15. The IDNR review of Lake Zurich's proposal will be delayed due to the virus.

## **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 with Current Year Actual, Current Year Budget, Actual versus Budget, Prior Year Actual, and 2020 versus 2019 actual. Director Caputo said she is working continuously with staff to assess the impact the COVID-19 virus has had on department revenue and steps to take to lessen the impact and to recoup revenue.

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

**A. Farmer's Market/Movies in the Park** - Kevin Koch said the market opened on June 5 with a good selection of vendors. Director Caputo said the market is considered an essential business so was allowed to open. Any non-essential vendors (artisans, pet rescue, etc.) were asked not to participate.

**B. Rock the Block** - Plans are all in place and staff is hopeful the event can take place.

**C. Craft Beer Festival** - Festival is indefinitely suspended.

**D. Miracle on Main Street - No report**

**E. Potential Park Programs - Temporarily on hold.**

**9. Director's Report**

**A. Park Highlights/Updates - Chestnut Corners LZBSA Renovation** - Improvements were made to Chestnut Corners. Funds are not available to finish the fields and install the fencing due to ballgame cancelations. Director Caputo said the LZBSA teams have not been practicing or playing due to the COVID-19 restrictions. The travel team has been practicing but following recommended guidelines. The Breezewald Park playground will be installed the week of June 29 but it is uncertain when it will be opened due to the virus.

**B. Facility Highlights/Updates - Paulus Park Barn, Paulus Park Temporary Housing** The modular trailer that will temporarily house staff and day camp will be installed on June 15 but needs to be set up and furnished. Staff is working with an architect to design a rebuilt Barn. Hitchcock Design assisted with the PARC Grant application. Results will be announced in August 2020.

**10. Written Communication - Email from APA Dance Parent, Summer Activity Booklet, Local News, Event & Program Promotions, Summer Brochure**

Director Caputo reviewed the written communication that included event promotions and local news. The park department will continue to follow the guidelines in the Governor's Restore Illinois Plan and will open facilities and permit activities to take place per its recommendations.

**11. Adjournment**

MOTION made by Shawn Bergfalk, seconded by Tim Andrews, to adjourn the meeting. Voice vote, all in favor. MOTION CARRIED. The meeting was adjourned at 8:10 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by:

  
Kevin Koch, Chairman