

**APPROVED
VILLAGE OF LAKE ZURICH
PARK AND RECREATION
ADVISORY BOARD MEETING**

Virtual Meeting on Microsoft Teams
Tuesday, February 9, 2021- 6:30 PM

AGENDA

1. Call to Order

The meeting was called to order at 6:36pm by Chair Koch.

- 2. Roll Call:** Chairperson Kevin Koch; Members: Vice-Chair Tim Andrews, Shawn Bergfalk, Allen Borg, Jeff Carey, Sariah Quimby. Cathy Malloy was absent and excused. Staff present: Recreation Director, Bonnie Caputo, Recreation Supervisor Elke Kadzielawski and Recreation Supervisor Jenna Stanonik. Park and Recreation Board Liaison Trustee Greg Weider.

3. Approval of Minutes: December 8, 2020

MOTION made by Jeff Carey, seconded by Sariah Quimby to approve the minutes of the December 8, 2020 Park Advisory Board meetings as presented. Roll call vote, all yes. MOTION CARRIED

- 4. Public Comments:** There were no public comments.

5. New Business

A. FY21 External Special Event Requests – Boy Scout Overnight & Taste of the Towns. Lake Zurich Boy Scout Troops Campout is requesting to be held on August 21, 2021-August 22, 2021 from 8am on Saturday to 10am on Sunday. Scouts from 3 Lake Zurich Troops will camp and cook together while recruiting younger scouts into boy scouts. There will be approximately 65 participants on the Paulus Park grounds. This is a returning event to the Village of Lake Zurich. The Lake Zurich Chamber of Commerce is requesting use of Paulus Park on Saturday, August 14, 2021 from Noon – 10pm for Taste of the Towns. Approximate attendance should be around 1000. According to Special Event guidelines, Park/Facility with attendance of over 100 must have Park and Recreation Advisory Board approval. Kevin Koch made the recommendation to approve, Tim Andrews made the motion to approve, Jeff Carey seconded the motion. All approved- MOTION CARRIED.

B. FY21 Nonmotorized Boat Permit Season Pass

Jim Rock, a Lake Zurich resident, made a request for the Village to expand the offering of daily nonmotorized daily passes to also include a seasonal pass (in conjunction with daily passes). Seasonal passes will be in the form on a sticker decal that will be displayed on the watercraft from April 1-October 1, yearly. These stickers will not be available to non-residents and will help the LZPD marina unit with greater communication also allowing them to better identify and cultivate relationships with regular users. Seasonal passes will allow for residents to utilize the lake more often while adhering to procedures. Tim Andrews

recommended that the price be increased to \$30.00 with \$5.00 of every purchased given to the LPOA to help with their expenses. Director Caputo explained that the monies for the seasonal passes are not split with the LPOA and are property of the Village of Lake Zurich assisting to offset expenses associated with carbon copy application (\$187), wristbands (\$80) and staff time. The board recommended that the price be set at the \$25.00 which is consistent with the current LPOA nonmotorized boat sticker pricing. Jeff Carey made the motion to approve, Kevin Koch seconded the motion. All approved - MOTION PASSES

6. Old Business

A. OSLAD Grant Project updates. The Village of Lake Zurich has moved forward with a professional agreement with Hitchcock Design Group includes design development, construction documents, permitting, bidding and construction administration for the improvements identified in the Paulus Park OSLAD grant. Bids, contracts, and a walk through of the property will take place later this month. Shoreline restoration is potentially the first project to begin due the permitting process.

7. Treasurer's Report.

The treasurers report is reflected through January 2021 and is missing the deferred revenue collected in December 2020 for the upcoming year. Numbers for dance, preschool, and youth programs are slightly behind due to Governor's restrictions, classes being virtual and the Preschool program consolidated to one facility. Camp and athletics are behind year over year as the department intentionally pushed back registration dates due to the timing of the Spring Summer guide as well as to increase length of priority resident registration period due to anticipated limits group sizes and number of participants the department will be able to serve. Park and Recreation Department will be offering a LZ residents only registration period thru March 28th for the day camp program.

8. Advisory Board Member Reports/Update

Chairperson Kevin Koch updated the board the committee had their first meeting a few weeks back and begun to receive vendor applications, but are still in need of a bread vendor. Kevin Koch mentioned that Cathy Malloy will be joining the Miracle on Main committee. Sariah Quimby gave an update on the electronic marquee project. Sariah emailed 5 different companies requesting a quote two weeks ago and received questions back from Jody Kemp of Fast Signs. Sariah has requested a conference call with Director Caputo and Jody Kemp. Sariah will do a follow-up telephone call with the other companies to obtain further information.

9. Director's Report

A. Event Update-Director Caputo stated that a couple of the Rock the Block bands have included harsh cancelation policies (180 and 120 days cancelation notice) and have reached out to them in hopes that they will extend grace and lower the cancelation notice to 45 days. Polar Plunge will be going virtual

this year due to current Governors restrictions. The Annual Egg Hunt held at Breezewald Park scheduled to take place on March 27, 2021 will be changing into an Egg hunt drive thru. All Lake Zurich residents will have priority registration for the Egg hunt due to limited supplies. Two weeks prior to the event, registration will be opened for non-residents. Arbor day will be held on May 1, 2021, at Kuechmann Arboretum. No breakfast will be served at this year's event. The Village of Lake Zurich took the advice of the Park and Recreation Advisory Board and removed the car show for 2021. Teen NiteLite is awaiting Governors orders to decide whether or not it will run. Steven Siller's event will be moving from June to October 3rd and have filed for an IDOT resolution for the date change. Prairieland Waste has generously donated port-o-potties for the 4th of July, Rock the Block and Miracle on Main Events, resulting in an approximate savings to the Village of \$5,600. They will be listed as an event sponsor for the events they are supplying equipment to.

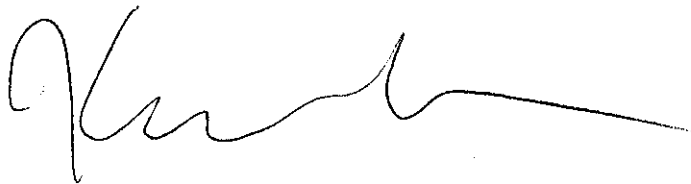
- B. Park Highlights/Updates- Heatherleigh Tennis Court (budgeted for FY21) will be resurfaced later this year. The Village of Lake Zurich partnered up with Ela Public Library and Ancient Oaks and created Storywalks in the parks. Currently A Day for Skating Storywalk is located at Manor Park. This is a wonderful opportunity for families to walk the parks and read a story together. Ela Public Library has included QR scans at the walking sites so they can keep track of how many people are participating.
- C. Facility Highlights/Updates – Prior to being awarded, every grant is currently required to be reviewed and approved by the Governor's office. The Village of Lake Zurich's PARC grant application was reviewed by the IDNR committee in which all recommendations for approval are currently sitting with the Governor. The OSLAD projects are in the budget for 2021 (with remainder of projects to be budgeted for FY22). The department has purchased a new ADA accessible beach mat for Paulus Park beach to assist those in need with access to beach grounds from the entry gate. The Barn renovation is coming along with an anticipated move in date of May 1, 2021. The insurance company has extended the lease on the modular administrative and program trailers. The skating community has requested their skate park back this summer.
- D. Program Update- Dance resumed in person programming mid-January though enrollment for the Winter Spring session was low due to class running virtually at the time of registration. Recreation Supervisor Elke Kadzielawski has applied for a \$5,000 dance grant that, if awarded, would go towards studio improvements at Buffalo Creek Studio B. The studio needs a new dance floor, ballet barres and mirrors. Preschool is continuing to operate in person with no interrupts to service so far. The department has opened registration for the 2021/22 school year and have approximately 40 registrations from existing families. Lake Zurich resident registration begins on February 16, 2021 and

nonresidents can begin registering as of February 22, 2021. The department has also begun recruitment efforts for the seasonal positions in the day camp and aquatics departments. Jeff Carey inquired as to response to returning staff as well as recruitment. The department has seen less interest as well as a decrease in retention of current staff than previous years which can be attributed to the cancelation of day camp in 2020 as staff were forced to find other employment as well as a delay for students currently waiting to confirm internships for the summer.

10. Written Communications- The Park & Recreation Spring Summer Brochure should be hitting households by February 19, 2021. 2021 State of the Village Strategic Update and Local News was included in the board packet.

11. Adjournment

MOTION made by Tim Andrews seconded by Shawn Bergfalk to adjourn the meeting. Voice vote, all in favor. MOTION CARRIED. The meeting was adjourned at 7:28pm.

A handwritten signature in black ink, appearing to be 'K. Bergfalk', with a long horizontal line extending to the right.