

Approved
VILLAGE OF LAKE ZURICH
PARK AND RECREATION
ADVISORY BOARD MEETING

Village Hall Board Room
Tuesday, April 13, 2021- 6:30 PM

AGENDA

1. Call to Order

The meeting was called to order at 6:31pm by Chair Koch.

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

3. Approval of Minutes: February 9, 2021

MOTION made by Allen Borg, seconded by Jeff Carey, to approve the minutes of the February 9th, 2021 Park Advisory Board meetings as presented. Roll call vote, all yes. MOTION CARRIED

- 4. Public Comments:** There were no public comments submitted prior to the meeting. There were two residents who attended virtually with public comment.

A. **Judi Thode-** President of Ancient Oaks gave an update on Kuechman Kove. Ancient Oaks has been working hard on funding, planning and working to install the play features. The items left to install are the log tunnel, boardwalk, boat, shed they are calling a “discovery lab”, stumps and stepping stones. Ancient Oaks has had a great response with fundraising. April 24th is going to be their community build day, with a rain date of May 1st. The project will hopefully be completed by the end of May. Go to ancientoaks.org for more information. Judi also extended a heartfelt thank you to the Park Advisory Board for continued support. Any further questions can go to Judi through e-mail, info@ancientoaksfoundation.org

B. **Claire Slattery- Chamber of Commerce Executive Director.** Claire explained her role as the Executive Director of the Chamber of Commerce is to support and advocate for the local businesses. She put in a plug to remind everyone to shop local, as it helps keep jobs for residents and keeps the tax dollars local. The Chamber hosts networking and educational events for its members. It is run by mostly volunteers. Claire explained that the past year it had been devastating to watch the businesses struggle through the pandemic but at the same time it was amazing to watch people’s creativity to reach the community. She stated it was encouraging to see so many residents help promote businesses in so many different ways. Claire spoke with the local businesses in regards to agenda item C. Food Truck Social and Block A Renovation under New Business, and her constituents are very concerned about this proposal. She feels that Lake Zurich has a wide variety of offerings and does not see the need to bring in food trucks that are outside of the Lake Zurich businesses. Summer 2021 will be the first

time residents can enjoy the creative spaces the local restaurants have created to make it a safe environment and bringing business from outside of Lake Zurich will hurt the local restaurants. The PPP loans were not enough for any of the businesses to make a profit and a lot of them are still struggling. The Chamber also has concerns that this proposal will cause more lake pollution, and that Block A is not a safe location. She feels the food trucks will only take away business from our own community. Claire stated that she loves when volunteer ideas come from the community, but she feels residents could do so many things to help promote the local businesses first. She feels the bi-weekly offering is too much and it is a very concerning proposal to the local businesses.

5. New Business

A. External Special Events- Ancient Oaks

The Mighty Oaks Celebration put on by Ancient Oaks is taking place on Sunday, September 19th, 2021 pending board approval. The biggest change to the event this year is that they will not be offering the rappelling from the oak trees in Paulus Park. This event has only ran one time due to either rain cancellations or COVID-19 cancelations. Chairperson Koch asked Ancient Oaks President Judi Thode what exactly they do at this event. Judi Thode explained that there are nature displays, honey bees, butterflies and vendors of all kinds with nature based products that come out for the event. They run nature based games as well. Cathy Malloy asked if this is indoors or outdoors. Judi Thode stated this is an outdoor event. Chairperson Koch made a recommendation for the motion to move forward. Cathy Malloy made the first motion to approve and Jeff Carey seconded the motion. All voted yes.

B. Girl Scout Troop 1728- Old Mill Grove Project Proposal

The Girl Scout troop had 5 different troop members speak about the proposal. This project is a Bronze Award project which is the 3rd highest award in Girl Scouts. The requirements of this project are that there is at least 20 hours of work from each troop member, it is a sustainable project and that it helps the community. The troop wants to make markers that include nature facts that they can place throughout Old Mill Grove park. The prototype was shared onscreen. It is 2 pieces of wood that are hinged together with nature facts behind plexi-glass with stainless steel screws. It is made out of cedar wood as that will not rot in the elements. The stakes are 12 inches into the ground. They can be taken out in case of a controlled burn. The cost is \$8.13 each and the troop is using money from Girl Scout cookie sales. The hope is that local kids will use the nature stakes as a local nature game. They chose Old Mill Grove Park as it is in Lake Zurich where the girls live, it is a safe community and they want to encourage people to use the local parks. They will make 3 sets of these nature markers. One set will be in Lake Zurich with two other sets going to a Girl Scout Camp. Sariah Quimby asked if there is a specific timeframe the girls are looking to do this. Troop Leader Laura Rogers stated that they are looking to install in May or June. At that time the markers will become property of the Park & Recreation Department so it will be up to Recreation Director Caputo when they are removed. Chairperson Koch said he loves the idea and asked further questions about how it would exactly work. One of the Girl Scouts held up the prototype

again and explained that the different clues will be about nature they know is in the Lake Zurich community. Jeff Carey also shared he thinks it is a great idea and applauded the Girl Scouts on a job well done. Shawn Bergfalk echoed the sentiments on a great presentation. Chairperson Koch made the motion to approve the Girl Scouts project. Allen Borg made the first motion with a second from Sariah Quimby. Voice vote- All voted yes. The motion was approved.

C. Food Truck Social and Block A Renovation

Lake Zurich Resident Cara Marquis virtually attended the meeting to talk through her proposal. Cara grew up in Lake Zurich, and moved back as an adult in 2012. She stated she is very familiar with the community and is a moderator for the LZ Chat Facebook group. She truly loves this town and wants to see good being brought in. As the moderator of the Facebook group, she has seen a lot of negativity over the past few months and is looking to bring a sense of community back. Cara along with some of her neighbors were talking and are looking to bring new ideas that are different and unique to the community. In no way she said they are trying to take away business from any current or local business owner. There are a lot of new residents and she feels that bringing food trucks into town would not only draw in those new residents, but hopefully residents from surrounding towns as well. The people from outside of our community might see new restaurants or businesses they did not know about and it would draw them back to the community after going to the food truck. Cara explained they are looking to highlight the Lake Zurich area and hope they could potentially bring in people who want to start a business in Lake Zurich. The more eyes on the community, the better it is for the entire community. If people choose to go to a food truck for dinner, they might choose to stay desert or drinks and spend more money in Lake Zurich. If they have a desert food truck people could dine somewhere local in Lake Zurich and then head to the food truck for desert. If this is successful, they might even look to add live music at some point. Then people could hang out and vibe. Chairperson Koch shared he feels it is a cool idea and something different for the community. Chairperson Koch confirmed that they are looking to do this 2 day a week? Cara said yes, they are looking at every Wednesday 4:00-7:00pm and every Sunday 2:00-5:00pm. They are hoping it could be every week in the Summer. The goal is to bring that Block A area back to life a little bit. Shawn Bergfalk asked if Cara felt the demand would meet the supply? Cara said yes, she does. She spoke with Volo who is doing something similar and they often sell out and they have 2 to 3 trucks every time. Shawn Bergfalk asked if where this exactly would be situated and for more specific logistics. Cara stated that benches could be in the grassy area in the front with the trucks on the cement pad. She is hopeful people in surrounding neighborhoods would walk there to cut back on the amount of parking spaces needed. Shawn Bergfalk stated he was extremely supportive of the concept , that he absolutely respects where the Chamber is coming from, but feels it would be a disservice to the infrastructure of welcoming new business into Lake Zurich. He looks forward to the sharing of the success of this proposal. Allen Borg shared that coincidentally enough he was currently sitting in his car at Block A and he feels

the more business that is brought to town, that means there is more traffic and the more traffic the better going through Lake Zurich. Allen is bummed to hear that the Chamber would not be supportive of this event. He gave a big kudos to Cara for her great ideas. Jeff Carey loves the idea and is amazed when he drives by and how busy it is every time. He feels it is great that this is such a strong volunteer run effort. His concern is if the volunteers are truly going to be in it for the long haul. Cara enthusiastically replied "yes!" She was an event planner prior to becoming an RN and truly enjoys this sort of planning. She feels that as the LZ Chat moderator as well it is a great platform for advertising for the event to draw people in as well. Jeff Carey also recommended to think about the times of sunset/dusk, as that is when the lake is most popular. Cathy Malloy stated that she feels Cara is her spirit animal and loves the idea! She then asked if maybe the Chamber would want to encourage restaurants to be there and hand out coupons or something to their own restaurants? Jeff Carey asked if Starbucks or Koffee Kup has a portable cart or something they could provide coffee out there? Recreation Director Bonnie Caputo stepped in and mentioned that the site is limited to what they can actually do there. There is no electric on that side, so the event needs to be before dusk. Anyone who is looking to be there needs to have their own electric. Chamber Executive Director Claire Slattery is looking for anyone in town who might own a food truck to see if they are interested. Chairperson Kevin Koch made the recommendation for a motion to approve for this proposal to be put forward before the Village Board. Shawn Bergfalk makes the first motion and Jeff Carey seconded the motion. It was a voice vote, all were in favor. Motion passes. Director Caputo made sure the board was aware that the next steps are for this to go to the Village Manager's office as the site as it currently sits is not suitable for any sort of event. There are volunteer efforts for cleanup which is appreciated, but there is still a lot of discussion that needs to take place.

D. 2021 Fireworks Display Agreement & Addendum

Director Caputo updated the Park Board on the fireworks contract that we have with J & M Displays. Due to the pandemic, fireworks for 2020 were cancelled. Director Caputo shared that we began working with J&M Displays in 2015 and have had {2} three-year contracts. Last year when we cancelled due to the pandemic, J&M Displays honored our \$15,000 deposit. We currently owe \$15,000 for the fireworks. Director Caputo reminded everyone that those funds come from the Hotel Motel Tax. Director Caputo stated that we basically have a few choices.

1. Run the event and shoot the fireworks.
2. Reschedule for 2021
3. Move the deposit to 2022. This option would cost us an additional \$4,500, in addition to the remaining \$15,000 balance we have.

Director Caputo wanted to make sure that the Park Board understands that this is not a discussion of whether or not we run the festival. It is a discussion surrounding if we just get them in the air on the 4th of July, do we reschedule for another date in 2021, do we move to 2022 or do we cancel completely? Jeff Carey asked if we decide yes to the 4th of July as planned but then cancel, what

happens? Are we held to that? Director Caputo stated that our fireworks have been stored for over a year. If we continue to hold them, the show we paid for is not the show that we are going to get. Chairperson Koch asked if we have a date to be locked in by. Director Caputo said if we move the date it has to be mutually agreed upon by both the Village of Lake Zurich, as well as J&M Displays. Cathy Malloy suggested to shoot them whether we have the festival or not. People can wear a mask and go to the park if they are comfortable. Chairperson Koch agrees. Jeff Carey agrees. He feels it is time to get back to normal. Chairperson Koch agrees to just shoot them off. He made the recommendation to approve the motion for this to go before the Village Board for consideration. Jeff Carey made the first motion and Cathy Malloy seconded. It was a voice vote with all votes "yes." Motion passes.

Director Caputo shared she had planned on sharing a Summer update under New Business, but she is waiting on updated Governor's orders and restrictions. As of right now, the Governor's office is not giving out state liquor licenses, so that will dictate a lot of what we are able to offer event wise. There are still a lot of unknowns going into the Summer, so an update will come once we have a clearer picture of what we are able to do.

6. Old Business

A. OSLAD Grant Project Updates

Director Caputo shared that kickoff meetings have begun with Hitchcock Design Group as well as Illinois Lake Management for shoreline restoration. It is only in the beginning stages of design development for a new shelter, stage, ADA floating pier as well as an ADA non-motorized boat launch. Hitchcock Design Group will be in the permitting phase in April & May for the projects. Wetlands and construction documents will go to bid at the end of May. In June it will go to the Village Board for approval. In 2021 after the bid process, the projects will be broken into two different phases. 2021- The bulk of the park work will be taken care of {shelter, trails and non-motorized boat launch} 2022- Shoreline restoration, fishing pier and stage work. We have contingencies built in, so we are hopeful if bid numbers come in favorably, we can kick back some funds to the shoreline restoration and the stage. Chairperson Koch asked Director Caputo if they could meet and walk by the shoreline restoration area as he was wondering exactly what sort of work was going to be done. Director Caputo suggested that they wait until the final report comes back from Illinois Lake Management with their recommendations for the shoreline restoration.

7. Treasurer's Report

Director Caputo shared the variance year over year. She shared that we are behind \$14,000 for YBR, as we are down to 1 site currently vs. the 2 we normally have. Director Caputo's computer froze and Supervisor Stanonik chimed in that although we are still behind from last year, we are slowly closing the gap in revenue. We are hopeful that numbers will continue to go up as we head into the Summer months.

8. Advisory Board Member Reports/Update

- A. Sariah Quimby- Electronic Marquee- no updates
- B. Cathy Malloy- Community Engagement, Independent Contractors & Early Childhood Survey- Cathy shared that we had about 120 people participate in the survey. It showed that the community is really looking for arts, crafts, music and activities for younger kids. Cathy reached out to a physician that she works with to hopefully bring back the walk with a doc program we had previously offered in our program guide, but have it more focused on “mom” things and have it be stroller friendly. She had suggested doing it at Kuechman to get people in to the new Kuechman Kove area as well. Cathy is really looking to help fight childhood obesity and have moms meet up. She is also looking for a local art person to possibly run art classes for younger children. Cathy shared the monthly social media engagement pieces she has been working on with the Parks and Rec team and asked the other board members to please take part these as it is a wonderful way to get the community more involved and active. The last thing Cathy shared is that she is looking into doing a clothing drive for those in need- asking for gently used or like new clothing. A possible timeframe of late August. She is thinking to have people show proof of residency in Lake Zurich so that we are truly helping people in need in our own community. She spoke with Joanie’s closet and they currently don’t have the space. Chairperson Koch shared he feels that Cathy is doing great work!
- C. Shawn Bergfalk- Groove Grove Shawn Bergfalk played a musical clip and shared he was going to take us somewhere that the sun is beautifully flowing behind us and we could be listening to this great music just relaxing and enjoying live music at GROOVE GROVE. He is looking to start a micro production through the Park and Recreation Department that is focused on coming together to bring culture as a community. There is overwhelming support to show that the community is craving that togetherness. Shawn is looking to do this once a month in June, July and August. He is not looking to eliminate or preclude current Lake Zurich businesses. There is an aspect of art that Shawn would like to include in this that really showcases true talent- actual art such as paintings and sculpture, more of an experience for people who attend. Shawn believes we have an unbelievable promenade area and would really like to see it used to the full potential for members of our community to experience new things. Sariah Quimby asked how many vendors he was looking to have. Shawn stated 2 food trucks and a handful of artists. The band would be closest to the electric on the promenade side closest to the lake. There would not be any streets shut down, as the art would also be spaced out on the promenade area. Sariah asked if we have any signage that would drive people towards block A? Director Caputo shared that would have to be part of a larger discussion. Police Chief Husak would need to be involved. Cathy Malloy asked the day of the week and how the bands are getting paid. Shawn stated it would be Fridays around the Farmer Market timeframe. It would be a nominal fee, if anything. The first band he has lined up is willing to do it for free. Director Caputo shared that Friday was chosen as Public Works is already on site to assist with Farmer’s Market clean up. This would better capture the use of Public Works time, not incurring much additional cost. Cathy Malloy asked if the bands would be instrumental or vocal, as there are still restrictions in certain

environments in regards to live singing. Shawn shared he would continue to think about the distance/how to keep everyone safe.

D. Kevin Koch- Farmer's Market

Chairperson Koch shared that there has been fantastic feedback from local vendors in regards to Farmer's Market participation. The committee is currently working out the semantics of where all the vendors will be placed. The committee is very happy with the core vendors that are currently registered. Director Caputo reminded the Park Board that the Farmer's Market is funded in the 20767 special events line and is budgeted as a break even event. The event is made to showcase and highlight the local vendors in the area. In 2020 the Farmer's Market made \$86 and for 2021 it is budgeted to make \$113. There are currently 26 vendors registered.

E. Jeff Carey- Rock the Block

Jeff shared that the first meeting is scheduled for the end of the month for the committee. Director Caputo shared that the cancelled contracts were honored so all of the bands scheduled for 2021 will be with the event in 2021. Bella Cain, Labido Funk and Lava Rock are all booked. Contractually everything is in great shape. The committee will start to solicit some food vendors and start to focus on sponsorships moving forward.

9. Director's Report

A. Event Update- Bunny Hop had over 400 participants. Director Caputo gave a shoutout to all of the awesome volunteers that showed up to help with the event- as it turned out to be a fabulous day! The next event is Arbor Day on Saturday, May 1st. There will be tree sapling giveaways. The 4th of July event will go to the Village Board for discussion. On Monday, April 19th the Village Board will discuss the new Season Pass offering and the 4th of July Event.

B. Park Highlights/Updates- Heatherleigh Tennis Court was budgeted for fiscal year 2021. As part of the Heatherleigh project, the Park and Recreation Department is hopeful to include a pickball court in that bid. Director Caputo shared that resident Dana Schroud has been communicating with her in regards to pickleball. He is a wonderful resident with a lot of ideas and enthusiasm for the sport. The empty Safety Town pad in Paulus Park is an ideal location for the court. The bid process closes on April 27th, so we will see if that was able to be included. Director Caputo shared that the Park and Recreation Department did not receive the PARC grant. Director Caputo shared that she has asked for feedback from the IDNR in regards to why our project was not seen as favorable but has not heard anything back. The Storywalk partnership with the Ela Area Public Library went over exceptionally well. The feedback from the community was extremely positive. Director Caputo gave kudos to Jillian and Anna from the Ela Area Public Library for all of their hard work on this project. Director Caputo shared that Kooker's will not be doing concessions for the Summer months. An RFP went out for concessions so she will keep the board updated on that. Director Caputo also shared that Bob Warren has officially resigned from his role as the official Goose Chaser with his dog Chance. He is unable to continue his duties at this time and we truly thank him for his years of dedicated service.

C. Facility Highlights/Updates –Barn Reno Updates. Director Caputo shared that the Barn Renovation is slightly behind due to a delay in receiving lumber. The target move in date is currently May 21st or May 25th. The Park and Recreation Department will reach out for help when there are more concrete dates.

D. Program Update- The Independent Contractor we have used for Yoga for a number of years is no longer going to be one of our independent contractors as they have secured a physical space in Lake Zurich, which is so exciting! There are no current Beach updates as the Department is still waiting on updated information from the Governor's office. Supervisor Stanonik shared that Preschool and Camp numbers both look very promising for future programs. The focus for Supervisor Stanonik and Supervisor Kadzielawski currently is welcoming and onboarding new Summer staff. Director Caputo asked that the Board review the attached flyers and program promotions.

10. Written Communications- Resident Letters {Event Suggestions/Pickleball}, Local News, Event & Program Promotions

11. Adjournment

MOTION made by Jeff Carey, seconded by Sariah Quimby to adjourn the meeting.

Voice vote, all in favor. MOTION CARRIED. The meeting was adjourned at 8:12pm.

