

Corrected

VILLAGE OF LAKE ZURICH
PARK AND RECREATION ADVISORY BOARD
APRIL 8, 2008

The meeting was called to order at 7:04 p.m.

ROLL CALL: *Present* - Chairperson Maureen Degen, Board Members Phil Dlatt, Al Froehde, Spring Green, Mike Hilt, Kathy Kozlowski, and Teri Pytel.

Staff present - Park and Recreation Director Perkins, Administrator Vitas, and Finance Director Zochowski. *Also present* – Trustee Branding.

APPROVAL OF MINUTES:

March 11, 2008 Park Advisory Board Meeting:

MOTION made by Phil Dlatt, seconded by Kathy Kozlowski, to approve the minutes of the March 11, 2008 Park Advisory Board as submitted.

Voice vote, AYES have it. MOTION CARRIED.

March 24, 2008 Special Park Advisory Board Meeting:

MOTION made by Spring Green, seconded by Al Froehde, to approve the minutes of the March 24, 2008 Special Park Advisory Board as submitted.

Voice vote, AYES have it. MOTION CARRIED.

PUBLIC APPEARANCES: - None

ITEMS FOR REVIEW/DISCUSSION/APPROVAL:

Lake Zurich Triathlon – Revised Request for 2008:

Director Perkins provided an update on the proposed 2008 Lake Zurich Triathlon. Lake Zurich resident and former race organizer Steve Skora will no longer be involved in the race. Steve Ginsburg, Ram Racing, will be the event coordinator. Director Perkins said they are in the process of applying for “not-for-profit” status but it will not be in place for this year’s race. The Board of Trustees has asked the Park Advisory Board to further review the request since the race organizers will be different and a “for profit” group.

Discussion followed on the fees recommended by the Special Events Guidelines for “not-for-profit” and “for profit” organizations. Al Froehde and Phil Dlatt said the race would no longer have a community connection or be run by a NFP organization so the Village should request more funds so they can share in the profits.

Director Perkins said LZPOA asked Ram Racing for an increase in the \$5 per participant they charge for the swimming-related portion of the race, but Ram would not agree to

more than \$5. Director Perkins suggested that he contact Ram and ask for a donation in addition to the “for profit” organization fees that the guidelines require.

Mike Hilt said the Special Events Guidelines were intended to minimize the impact on the park and not intended to be a venue for the Village to make money. He said this would take the guidelines one step farther than they were intended to go. He said the race is a good community event and brings people to Lake Zurich.

Chair Degen said this is one of the largest triathlons in Illinois and is a very popular event. She said the Park Advisory Board really needed information from the Chamber of Commerce about revenue the race may generate and would like to have reports on the profits from previous years. She recommends treating organizations fairly and applying the guidelines as they are written and not changing them without notice to apply to a specific situation. She would like Ram Racing to come to the May Park Advisory Board meeting and bring Mr. Skora’s records.

Administrator Vitas said Ram Racing is not the same group that received approval to hold the race so Ram can be treated differently. He said the Board of Trustees decided to treat the request more aggressively regarding finances since it is a “for profit” group and there is the potential for a good profit.

Finance Director Zochowski recommended the Park Advisory Board review their policies regarding charges for events and activities and separate those that can be expected to make a profit.

MOTION made by Phil Dlatt, seconded by Spring Green, to recommend the Public Works Committee ask Ram Racing for a fee of \$7 per participant or \$5,000 as the entry fee payable to the Village of Lake Zurich in addition to all the other fees that apply for the 2008 Lake Zurich Triathlon.

Upon voice vote, Spring Green, Kathy Kozlowski, Al Froehde, Teri Pytel, and Phil Dlatt voted AYE. Chair Degen and Mike Hilt voted Nay. MOTION CARRIED.

Meeting with Village Administrator Vitas and Finance Director Zochowski:

Administrator Vitas summarized the highlights of the 2008/09 fiscal year budget. No new personnel will be added with the exception of a human resources director. Positions will remain authorized but unfunded. He said the park manager position may be revisited in a future budget, and the unfilled maintenance worker position may be reconsidered along with the other vacant positions within the Village as revenue and expenditures are reviewed later in the year. Administrator Vitas said funds were allocated for the purchase of a new truck for the Park and Recreation Department.

Administrator Vitas and Finance Director Zochowski shared their visions for planning and financial management. Finance Director Zochowski said he will prepare a five-year financial outlook for the Village and told the Park Advisory Board they will be provided

with ample financial information to do their job. Administrator Vitas and Finance Director Zochowski said they are committed to having the Village financially stable by the end of five years. There will not be any inter-fund transfers unless they are properly authorized. Each department head will help create a five-year business plan for their department and be held accountable for obtaining goals and following the plan.

Spring Green expressed her support for the excellent job Director Perkins has been doing. She said the Park Advisory Board and Director Perkins have been accomplishing a great deal and working well as a team. She asked that consideration be given to getting him a park manager so he can concentrate on his main duties as a director and avoid "burn-out".

ITEMS ATTACHED:

The following items were reviewed.

- Update memo to Park & Recreation Advisory Board
- Park Improvement Fund Reserve (March)
- Special Events Reimbursement Information
- Paulus Park Interior Fence Update (Approved by the Board of Trustees on 4/7)
- Public Notice – Special Joint Village of Lake Zurich Board of Trustees and Park Advisory Board Meeting on April 21, 2008 at 6:15 p.m.

OTHER ISSUES:

Spring Green said Friday, April 25 is SNAP (Special Needs Athletic Program) Day in the Village of Lake Zurich. They will be selling shirts and special cookies as a fund raiser and so people can show their support of the athletes.

The SRACLC 2007 Annual Report was given to all Park Advisory Board members.

ADJOURNMENT:

MOTION made by Spring Green, seconded by Al Froehde, to adjourn the meeting.

Voice vote, all in favor. MOTION CARRIED.

The meeting was adjourned at 8:15 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by: _____

5/13/08