

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

Virtual Meeting
Tuesday, April 12th, 2022- 6:30 PM

AGENDA

1. Call to Order

The meeting was called to order at 6:33pm by Chair Koch.

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

3. Approval of Minutes: February 8, 2022

MOTION made by Shawn Bergfalk, seconded by Tim Andrews to approve the minutes of the February 8, 2022 Park Advisory Board meetings as presented. Roll call vote, all yes. MOTION CARRIED

- 4. Public Comments:** There were public comments submitted prior to the meeting. There were two residents who attended with public comment.

A. **Mary Kozub {Representing the Tree Commission, which she has been part of for 25 years.}** Mary shared that she was wearing two hats, one as a citizen and one as the Safety Education Chair of Lake Zurich and has concerns of the scope of work regarding additional parking and the oaks at Breezewald. Mary wanted to let the board know how she feels. Safety wise the park is overcrowded and children will run in between cars into the streets. The park will have a loss of trees, asphalt death by suffocation and the pressure/stress on the roots will cause damage in 3-5 years. Loss of public space for private enterprises is wrong. The park is already at capacity adding additional parking will create further overcrowding. Other things of concerns are headlights, car doors, parking too close to a playground (within 100'). Mary believes it will endanger public by squeezing everyone into one area. We now allow dogs too and its too much. It's forcing pollutions into the lake, increasing litter, exhaust and runoff. Backing a car out into traffic on an inclined road is dangerous and the loss of sunscape will be gone. Mary is encouraging to keep our current sunscape and save downtown.

B. **Alicia Timm {Representing Ancient Oaks} 6:40pm** Alicia expressed the Breezewald parking consideration has many safety concerns. The parking lot is within 100' of a playground and consists of bad planning, cars backing out on a hill makes cars invisible, kids running between cars, families riding bikes, and crossing the street into the park. Breezewald is a citizen's property and the community should protect our trees 100% of the time including protecting our trees from stress. Tree roots should be protected out to the canopy of the tree with no heavy equipment to hurt them like the lower level of sunset pavilion. Space is valuable and should be expanded and not cut into park space for parking. Parking will create an eyesore of the cars along the entire length of the park and homes

across the street. Alicia and her family moved to Lake Zurich for more open space and would like to protect all open space so not be like Arlington Heights or Palatine. Parking spaces are valuable to residents not just for drinkers. Residents pay tax dollars for park upkeep. Park aesthetics, open space is important to spiritual health. Spending \$150k is too much money for 16 parking spots. Alicia would like to see a bigger plan. Maybe parks for sale to the highest bidder? We must prioritize the health and safety in order to protect the lands.

- C. Director Caputo read 3 emails into the record.
 - i. Kevin Muline's email was read into the record.
 - ii. Laura Bohoquest's email was read into the record.
 - iii. Katie Herzog's email was read into the record.

5. **New Business**

A. Event Sponsorships Program

Summary: The Special Event Sponsorship Opportunities program was created in 2017. As events have shifted over the course of the past 5 years, the document was reviewed and updated by a subtask force of Park and Recreation Advisory Board members. Chairperson Koch said the previous program was big and cumbersome. The new program is easy to pick out and drop off. The old program was 15 pages and a waste of paper. Looking at the sponsorship pricing; suggests the committee may want to change some of the pricing. Cathyy Malloy asked what the purpose was for revising the program. Chairperson Koch said it was to change the feel and look. Director Caputo stated that this program continues to help offset costs for events that do not receive funding from Hotel Motel, ie July 4th. The program includes three major buckets in the program Premium events, Signature events and community events to help streamline items. Chairperson Koch asked about the sizing and Director Caputo thanked Sariah Quimby for giving us different formats to choose from. Sariah Quimby answered Chairperson Koch's size question stating the program book will be 21" X 8". Vice-Chairperson Andrews asked if the majority of people are putting this under advertising budgets, is there the ability for a business donation to park and recreation for a full tax write off. Greg Weider responded that in order to use this as a tax write off, the Village would have to create a separate 501-C3. Director Caputo stated that Jody Hartman, former Finance Director, looked into this year's back and said it was not feasible. Greg Weider asked what our annual sponsorship dollars were and Director Caputo responded she would have to double check for exact numbers but believed it was around \$30k including in-kind sponsorships. Sariah Quimby and Vice-chairperson Andrews stated it that the updated presented well. Sariah Quimby said yes and Vice-Chair Andrews was the second. Roll call vote, all yes. MOTION CARRIED

B. Park Donation Policy

Summary: The purpose of this policy is to establish guidelines, standards and procedures for the installation and care of donations for Village Parks, either as a result of a cash or physical property donation from private and/or public entities. The Village currently does not have a donation policy in place and we have drafted a compilation of national and local donation policies. Director Caputo is looking for recommendation to bring it to the board and asked the board to get back to her with any changes that they may want on the donation policy in lieu of

a pending program in draft, Give Where You Live, that expands on possible park donation opportunities. Chairperson Koch questioned whether or not the Village parks need benches and trees and should we push this more? Director Caputo said it is great to see more trees go up especially the ones that have diseases must come down. Memorial trees remain \$200-\$300 ranges and benches are \$1250. Chairperson Koch questioned if the Village should sell trees for private properties. Director Caputo stated that AOF did an oak sale and sold 50 trees; some were donated for placement in Village parks. AOF is likely to offer the program again. The other program offered through the Village is the parkway tree program. Chairperson Koch said that former Park Advisory Board, Janet Barron, suggests we reach outside of our town for special event sponsorships and he feels that's a good idea. Chairperson Koch then asked when the event sponsorship opportunities program would be approved and Director Caputo said it doesn't require Village board approval for the revisions and as it was just approved by the PAB, it is considered approved as of this evening. Vice-Chairperson Andrews asked if the event sponsorship revenue went to the general fund and Director Caputo stated all event revenue is in Fund 207. Chairperson Koch reviewed the documents and said that we should review it and approve it at a future meeting. Vice-Chairperson Andrews asked if we should buy additional benches and trees, etc. Director Caputo stated the desire to expand on donation opportunities and recognition but this would require more transparent policy and procedures. Chairperson Koch recommended the board review the policy and bring suggestions to the June PAB meeting.

6. Old Business

A. None

7. Treasurer's Report

Director Caputo shared that things are very positive. Dance is \$27k ahead and Impulse showcase has more participating dancers than ever before. Yellow Brick Road is \$11k up in enrollment. In 2021, the program was condensed to one site and now currently is running back to 2 sites. Day camp numbers are up \$30k year after year and almost full with camp at the non-resident registration date. Park fees increased \$57k from Jack O'lantern world. Chairperson Koch asked if the department was trending with 2019 enrollment. Director Caputo stated that athletics is in step and over. YBR is rebounding and is close to 2019. Camp is instep with 2019. Chairperson Koch asked percentage? Director Caputo said she will have that information for next meeting. Cathyy Malloy asked with the loss of yoga if the department was looking for another independent contactor and Director Caputo stated that the department has tried unsuccessfully to run a variety of adult group fitness over the course of the past 8 years so at this time the department is not looking and will continue to support local fitness businesses with referrals.

8. Advisory Board Member Reports/Update

- A. Cathyy Malloy -Cathyy shared that Picture in a Park is taking place this Spring from May 30-Aug 6th. Lawn signs out and people enter the raffle for free daily pass to Paulus.
- B. Shawn Bergfalk- Groove Grove everything is status quo. Bands are booked for June and August; still need one for July. Spread the word. Moved to Wednesday nights with food truck social and the times are 4-7pm, every last Wednesday of the month.
- C. Kevin Koch- Farmer's Market is doing well.
- D. Jeff Carey-absent. Director Caputo stated that there is a Rock the Block meeting scheduled for next week to discuss the layout as there are only 2 vendor spaces left. Everything is being finalized now. Sariah Quimby asked if there were any changes from customer survey responses. Director Caputo stated that the committee will be pushing vendors back due to damage to vehicles and trash thrown into vehicles as well as the possibility of placing metal fencing around vendors towards the front. The committee will also have a contingency plan/layout if Brask sells his property and there is a need to move ticket sales and ID checks. Adult beverage cup sizes will return to 14oz and prices will remain the same. Our headliner is 7th Heaven.
- E. Tim Andrews- Miracle on Main Street has nothing to report.
- F. Allen Borg absent.
- G. Sariah Quimby has nothing to report.

9. Director's Report

- A. Tween Nite lite brought in 80 tweens to hunt for eggs and over 15 volunteers. The outside hunt portion is structured like a lazy river set around the walking path with the volunteers stationed throughout to keep the kids inside the designated hunt area. Each kid was placed in a numbered group, given a wristband and assigned volunteer leaders that checked them in at the beginning, middle and end of the event. Pizza, ice cream, cookies and pop were served.
- B. Egg hunt served 1500-2000 people aged 2-10. The event ran very smooth. DJ Dave donated his services and pictures with the bunny was a hit.
- C. Arbor day is coming up May 1st. Tree commission will do a demo and plant a tree. They will pass out samplings. This event will take place at Kuechmann Arboretum.
- D. Ancient Oak Foundations events can be found on page 10 of our spring/summer brochure. These events are for families and youth.
- E. OSLAD projects is coming along and should be completed by July 4th. The shoreline restoration was done before Thanksgiving and the non-motorized and fishing piers are on order. The shelter is halfway built and the stage has been marked off and digging has begun. The Stage will have a parkway to help prevent more compaction on the Elms. The chalet deck will be done as well as Buffalo Creek parking lot.
- F. Wibit Inflatables at Paulus Park Beach this year are unlikely due to limited staff and applications to work at the beach this season (5 additional staff needed per day during regular season for 5 hours each day to operate the structures).

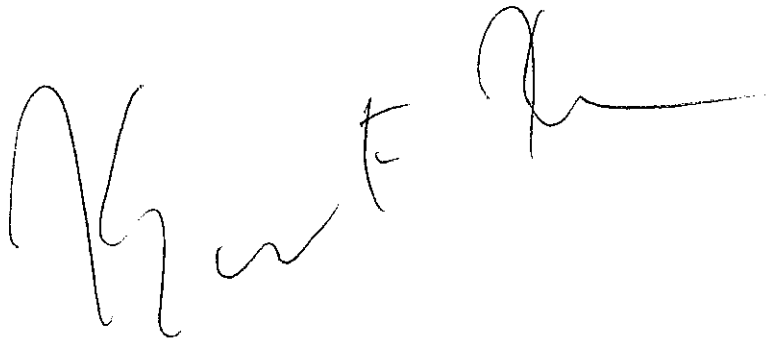
G. We are pushing out RecTrac upgrade migration to the fall for a smoother transition.

10. Written Communications- Local News, Event & Program Promotions

The Impulse Dance company went to Dance Idol and performed 24 dances. Director Caputo read through the stellar achievements they received and gave accolades to Mollee Johnson and her team. Director Caputo also reminded the Park and Recreation Advisory Board that the dance recital is on April 30th and May 1st at Cutting Hall in Palatine.

11. Adjournment

MOTION made by Vice-Chairperson Andrews, seconded by Sariah Quimby to adjourn the meeting. Voice vote, all in favor. MOTION CARRIED. The meeting was adjourned at 7:41pm.

A handwritten signature in cursive script, appearing to read "Hunt". The signature is written in dark ink on a white background.